PARK AND OPEN SPACE CITIZENS ADVISORY COMMITTEE

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

AGENDAS AND MINUTES

2000 – 2003

At its meeting of June 27, 2000, the Committee changed its name from "Park and Open Space Citizens Advisory Committee" to "Park, Recreation and Open Space Advisory Committee".

The Agendas and Minutes of many of the meetings during this period are missing, including almost all Minutes for the year 2001.

SAN FRANCISCO
OPEN SPACE/PARK RENOVATION
CITIZENS ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING

PARK AND OPEN SPACE CITIZENS ADVISORY COMMITTEE
Full Committee
Thursday, April 20, 2000 - 6:30 p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

AGENDA

1. Roll Call
2. Discussion only of the Proposition C – Open Space Program proposed Implementation Ordinance.
3. Public Comment
4. Adjournment

NOTE: **Public Comment on any agenda item will be limited to no more than three (3) minutes per project or subject. Large groups or organizations who wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.**

For more information, please call (415) 831-2791 or check the Recreation and Park Department's web site at: **tp://civiccenter.ci.sf.ca.us/recpark/location.nsf**

SAN FRANCISCO
OPEN SPACE/PARK RENOVATION
CITIZENS ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTIICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, July 11, 2000 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

no quorum

AGENDA

1. Roll Call
2. Approval of the June 27, 2000 Park, Recreation and Open Space Advisory Committee Meeting Minutes – Discussion and possible action.
3. Presentation on the Budget Process (Mary King-Gorwky) – Discussion only.
4. Presentation on the Planning Process (Deborah Learner) – Discussion only
5. Fiscal Year 2001-2002 Open Space Program and Budget Process – Discussion only.
6. Selection of Committee Members to adopted Subcommittees – Discussion and possible action.
7. Internal Committee by-laws – Discussion and possible action.
8. Subcommittee Report on the development of an official Organizational List – Discussion and possible action.
9. Committee Business
10. Public Comment.
11. Adjournment

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SAN FRANCISCO
OPEN SPACE/PARK RENOVATION
CITIZENS ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, August 8, 2000 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

AGENDA

1. Roll Call

2. Approval of the June 27, 2000 minutes for the Park, Recreation and Open Space Advisory Committee Meeting – Discussion and possible action.

3. A review and update of the Sunshine Ordinance requirements as it relates to activities and procedures of the Park, Recreation and Open Space Advisory Committee (Mr. Roberts) – Discussion only.

4. Update on the status of the Department's strategic planning efforts (Lydia Zaverukha) – Discussion only.

5. Define subcommittee job descriptions, tasks and select subcommittee membership. The subcommittees should consist of but not be limited to areas that include public input, the Capital Plan, the Strategic Plan, the Operations Plan and the Department's Budget – Discussion and possible action.

6. Review the existing by-laws as they relate to membership conduct and attendance. Assign subcommittee to review existing by-laws as they relate to Proposition C and the Implementation Ordinance – Discussion and possible action.

7. Organizational List Subcommittee Recommendations- To review criteria used to select and establish a list of qualified organizations appropriate to nominate individuals for the Recreation, Park and Open Space Advisory Committee. Recommendations on criteria would be forwarded to the Recreation and Park Commission and the Board of Supervisors for approval – Discussion and possible action.

8. Committee member announcements.

9. Public Comment.

10. Adjournment

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Minutes
Park, Recreation and Open Space Advisory Committee
Tuesday August 8, 2000
McLaren Lodge, Golden Gate Park

ROLL CALL

Members Present: Bill Barnes, Kevin Fox, Henry Louie, Mindy Kershner, Mabel Ng, Michele Stratton, Gabrielle Thorman, Alan Weaver, Isabel Wade, Jane Winslow, Howard Wong and Ned York.

Members Excused: Gaeta Bell, Camille She, Maurice Campbell, Ina Dearman, Julia Viera.

Members Absent: Jeffrey Henne, Harold Supriano, Doug Wildman

Staff Present: Bob McDonald, Deborah Learner, Lydia Zaverukha

APPROVAL OF THE JUNE 27, 2000 PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE MINUTES -- DISCUSSION AND ACTION

Bill Barnes noted that he was sick and was excused by Isabel Wade for the June 27, 2000 meeting.

Committee Vote: Motion made by Henry Louie and seconded by Mabel Ing to approve the minutes. The Committee unanimously approved the minutes.

A REVIEW AND UPDATE OF THE SUNSHINE ORDINANCE – DISCUSSION ONLY

Jane Winslow updated the Committee on the discussion item. Ms. Winslow indicated the importance of having a discussion on the Sunshine Ordinance.

Jane found out that the group needs 12 persons to have a quorum and take action on agenda items. Jane has requested written clarification from the City Attorney regarding whether or not committee members can hold a discussion and take public comments without a quorum. The committee agreed that written comments from the City Attorney would be useful. A discussion with the City Attorney was continued (to September 5, 2000) when the City Attorney would be available to make a presentation.

UPDATE ON THE STATUS OF THE DEPARTMENT'S STRATEGIC PLANNING EFFORTS – DISCUSSION ONLY

Lydia Zaverahuka gave a presentation, summarizing the Key Issues Report. The committee members discussed their ideas and concerns regarding the development, process and product of the strategic plan. Special attention was paid to public involvement in the strategic planning process.

DEFINE SUBCOMMITTEE JOB DESCRIPTIONS, TASKS AND SELECT SUBCOMMITTEE MEMBERSHIP. THE SUBCOMMITTEES SHOULD CONSIST OF BUT NOT BE LIMITED TO AREAS THAT INCLUDE PUBLIC INPUT, THE CAPITAL PLAN, THE STRATEGIC PLAN,

THE OPERATIONS PLAN AND THE DEPARTMENT'S BUDGET - DISCUSSION AND ACTION

Alan described a draft of the subcommittee job descriptions, dated August 3, 2000. The draft is based on recommendations from Isabel Wade and categories, agreed upon at the June 27 2000 meeting.

Committee Vote: Motion made by Bill Barnes and seconded by Matt Tuchow to designate four individuals from the Park, Recreation, Open Space Advisory Committee to call members that have express interest in each serving on committees for public input, the capital plan, the stragetic plan, the operation plan and the Department's budget. The Committee unanimously approved the motion.

REVIEW THE EXISTING BY-LAWS AS THEY RELATE TO MEMBERSHIP CONDUCT AND ATTENDANCE. ASSIGN SUBCOMMITTEE TO REVIEW EXISTING BY-LAWS AS THEY RELATE TO PROPOSITION C AND THE IMPLEMENTATION ORDINANCE – DISCUSSION AND ACTION

Jane Winslow distributed the draft administrative procedures prepared by the City Attorney. Mindy Kershner volunteered to compare this draft with the existing administrative procedures, and report back to the Committee in September. Alan asked that each committee member review the draft administrative procedures.

Committee Vote: Action continued for lack of a quorum.

ORGANIZATIONAL LIST SUBCOMMITTEE RECOMMENDATIONS – TO REVIEW CRITIERA USED TO SELECT AND ESTABLISH A LIST OF QUALIFIED ORGANIZATIONS APPROPRIATE TO NOMINATE INDIVIDUALS FOR THE PARK, RECREATION AND OPEN SPACED ADVISORY COMMITTEE – DISCUSSION AND ACTION

Committee Vote: Action continued for lack of a quorum.

The committee discussed the development and submittal of the list to the Board and the status of the recommendations from the Committee that was forwarded to the Board of Supervisors.

Kevin Fox questioned whether or not the organizational criteria would allow for animal groups. Bill Barnes indicated that animal groups could be represented under groups who could be considered to have focus on City-wide park and recreation issues.

COMMITTEE MEMBER ANNOUNCEMENTS

The Committee discussed the need for additional staff to assist the committee in conducting their business. Deborah Learner indicated the need to provide hiring of this position, as well as 17 other positions as part of the Capital Plan team.

Alan Weaver reminded the Committee members of the Park Caucus at Fort Mason on September 24, 2000

Alan Weaver requested than an e-mail be sent to remind folks of the Sept. 5th meeting with an

agenda (that is not an attachment).

PUBLIC COMMENT

Eula Walters was present to express her concern about Ferry Park and involvement of Isabel Wade and Jane Winslow with the involvement in the Butterfly Museum. Requested a list of qualifications for each of the Committee members. The Committee noted that each member is a supervisorial or mayoral appointees.

ADJOURNMENT

Committee Vote: A motion was made by Kevin Fox and seconded by Bill Barnes to adjourn the meeting at 8:30 p.m. The motion was unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO OPEN SPACE/PARK RENOVATION CITIZENS ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee

Tuesday, September 5, 2000 - 6:30 p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

AGENDA

1. Roll Call

2. Approval of the August 8, 2000 minutes for the Park, Recreation and Open Space Advisory Committee Meeting – Discussion and possible action.

3. Public Comment on items not listed on the agenda.

4. A review and update of the Sunshine Ordinance requirements as they relate to activities and procedures of the Park, Recreation and Open Space Advisory Committee (Mr. Dorji Roberts, City Attorney) – Discussion only.

5. Report on review and update of the existing by-laws for the Committee as they relate to and conform with the requirements of Proposition C and the Implementation Ordinance (Mindy Kershner) – Discussion and possible action.

6. Update on the status of the Department's strategic planning efforts and convention (Lydia Zaverukha and Isabel Wade) -- Discussion only.

7. Define subcommittee/focus groups job descriptions, tasks and add to subcommittee membership/focus group membership. The subcommittees/focus groups should consist of members who will work on, but not be limited to areas such as public input, the Capital Plan, the Strategic Plan, the Operations Plan and the Department's Budget (Bill Barnes) -- Discussion and possible action.

8. Organizational List Subcommittee Recommendations- To report on and review suggested changes to the criteria used to select and establish a list of qualified organizations appropriate to nominate individuals for the Recreation, Park and Open Space Advisory Committee. Recommendations on criteria would be forwarded to the Recreation and Park Commission and the Board of Supervisors for approval (Bill Barnes - Continued from August 8, 2000 meeting) – Discussion and possible action.

9. Capital Plan Update – Park Bond 2000, Fall Bond Sale (Deborah Learner) – Discussion only.

10. Committee member announcements.

11. Adjournment

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Park, Recreation and Open Space Advisory Committee
September 5, 2000

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Minutes
Park, Recreation and Open Space Advisory Committee
Tuesday September 5, 2000
McLaren Lodge, Golden Gate Park

ROLL CALL

Members Present:	Gaeta Bell, Maurice Campbell, Jeffrey Henne, Mindy Kershner, Mabel Ng, Camille She, Michelle Stratton, Gabrielle Thormann, Matthew Tuchow, Julia Viera, Isabel Wade, Alan Weaver, Jane Winslow, Howard Wong, Ned York
Members Excused:	Henry Louie
Members Absent:	Bill Barnes, Harold Supriano
Staff Present:	Bob McDonald, Deborah Learner, Angela Gengler, Mary King-Gorkey, Debra Holtzman, Mike Ellzey, Sue Chang

APPROVAL OF THE AUGUST 8, 2000 PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE MINUTES – DISCUSSION AND ACTION

For the record, Gaeta Bell listed to be excused from the August 8, 2000 meeting. Mabel Ng noted minor spelling and grammatical errors on draft minutes.

Committee Vote: Motion made by Mindy Kershner and seconded by Mabel Ng to approve the minutes, with noted spelling and grammatical errors and excused absences. The Committee unanimously approved the minutes.

PUBLIC COMMENT

Ms. Eula Walters expressed the following concerns: lack of clear standards for setting priorities for spending of Measure C monies: Committee selection process and formation of the Park, Recreation and Open Space Advisory Committee (PROSAC); the lack of appropriate resumes from the PROSAC Committee members; lack of criteria used to select park and recreation organizations that nominate Committee members; and potential conflicts of interest with Committee members Isabel Wade and Jane Winslow

Betty Magovern expressed her concerned about the development of Lots 202 and 203 (Ferry Park) and Isabel Wade and Jane Winslow's personal involvement in the development of the site with a butterfly museum.

A REVIEW AND UPDATE OF THE SUNSHINE ORDINANCE – DISCUSSION ONLY

Jane Winslow introduced Mr. Dorji Roberts to discuss how the Sunshine Ordinance effects the procedures and processes of the Park, Recreation and Open Space Advisory Committee. Mr. Roberts was present to answer any questions of the Committee.

Mr. Roberts presented the Committee with handouts, including the laws governing the conduct of officials and access to public records.

Mr. Roberts discussed the following: noticing requirements; contents of agendas; the definition of a quorum (12 Committee members present for a PROSAC quorum); voting on action items; continuing action items; taking minutes; distinctions between committees and sub-committees; the process for amending committee by-laws (10 day noticing requirements); representing the Committee in a public forum; conflicts of interest; voting and motions with a quorum; focus groups and passive meetings; and term limits of Committee members.

The Committee raised several questions for the City Attorney's office to answer:

Q: Can the Committee remove a member without approval of Elected Officials/a Board of Supervisor Member and/or in the by-laws? What would the appropriate reasons be?

Q: How do the six holdover Committee members get re-appointed after district elections? Measure C language indicates that the Board of Supervisor members are required to appoint Committee members by January 1, 2001, however Supervisors are not sworn in until January 31, 2001. How can this conflict be resolved?

Public Comment: Ms. Eula Walters expressed her concern over the lack of set criteria for a Committee member to use when being excused from voting due to a conflict in interest on a project.

Co-Chair Alan Weaver indicated that he would coordinate efforts to resolve issued raised by Eula Walters over potential conflict of interest issues revolving around Jane Winslow and Isabel Wade involvement in the development of Ferry Park.

REPORT ON REVIEW AND UPDATE OF THE EXISTING BY-LAWS FOR THE COMMITTEE AS THEY RELATE TO AND CONFORM TO THE REQUIREMENTS OF PROPOSITION C AND THE IMPLEMENTATION ORDINANCE (MINDY KERSHNER) – DISCUSSION AND POSSIBLE ACTION.

Ms. Mindy Kershner summarized her update and amendments to Committee by-laws, presented to the Committee as an attachment.

Numerous questions were raised by the Committee members on the draft of the by-laws prepared by Ms. Kershner.

Committee Vote: Continue item to a date uncertain.

UPDATE ON THE STATUS OF THE DEPARTMENT'S STRATEGIC PLANNING EFFORTS AND CONVENTION (LYDIA ZAVERUKHA AND ISABEL WADE) -- DISCUSSION ONLY.

Debra Holtzman and Mary King-Gorwky summarized the strategic planning efforts and convention held last month by the Park, Recreation and Park Department. Isabel submitted an attachment summarizing her comments on the Strategic Plan related to timing, the public's ability to participate in the strategic planning efforts (a separate community effort), the need for the Department to broaden its scope and include additional community input into the Department's strategic planning efforts. Ms. Wade recommended a product and process that is agreed upon by the public, which expands the community strategic planning committee – with the assistance of a consultant, paid for with private monies.

The Committee discussed the need to expand the community planning process. The Committee discussed timing for this expanded process.

DEFINE SUBCOMMITTEE/FOCUS GROUPS JOB DESCRIPTIONS, TASKS AND ADD TO SUBCOMMITTEE MEMBERSHIP/FOCUS GROUP MEMBERSHIP. THE SUBCOMMITTEES/FOCUS GROUPS SHOULD CONSIST OF MEMBERS WHO WILL WORK ON, BUT NOT BE LIMITED TO AREAS SUCH AS PUBLIC INPUT, THE CAPITAL PLAN, THE STRATEGIC PLAN, THE OPERATIONS PLAN AND THE DEPARTMENT'S BUDGET (BILL BARNES) -- DISCUSSION AND POSSIBLE ACTION.

Committee Vote: Continued to a date uncertain.

ORGANIZATIONAL LIST SUBCOMMITTEE RECOMMENDATIONS- TO REPORT ON AND REVIEW SUGGESTED CHANGES TO THE CRITERIA USED TO SELECT AND ESTABLISH A LIST OF QUALIFIED ORGANIZATIONS APPROPRIATE TO NOMINATE INDIVIDUALS FOR THE RECREATION, PARK AND OPEN SPACE ADVISORY COMMITTEE. RECOMMENDATIONS ON CRITERIA WOULD BE FORWARDED TO THE RECREATION AND PARK COMMISSION AND THE BOARD OF SUPERVISORS FOR APPROVAL (BILL BARNES - CONTINUED FROM AUGUST 8, 2000 MEETING) – DISCUSSION AND POSSIBLE ACTION.

Committee Vote: Continued to a date uncertain.

CAPITAL PLAN UPDATE – PARK BOND 2000, FALL BOND SALE (DEBORAH LEARNER) – DISCUSSION ONLY.

Deborah Learner gave an update on the Park Bond 2000, to fund capital projects scheduled for all first year projects of the Capital Plan. Deborah referenced a handout dated August 15, 2000 to the Finance Committee of the Recreation and Park Commission that summarized all Proposition A projects as part of the 2001/2002 budget.

COMMITTEE MEMBER ANNOUNCEMENTS

Matt Tuchow will be contact for the month of September as Alan and Jane will be out of town.

Isabel Wade announced the Park Caucus, Saturday, September 23rd.

ADJOURNMENT

Committee Vote: A motion was made by and seconded by to adjourn the meeting at 9:25 p.m. The motion was unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO OPEN SPACE/PARK RENOVATION CITIZENS ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

no quorum

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, October 3, 2000 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

AGENDA

1. Roll Call

2. Approval of the September 5, 2000 minutes for the Park, Recreation and Open Space Advisory Committee Meeting – Discussion and possible action.

3. Public Comment on items not listed on the agenda.

4. Staff Report – Status of PROSAC staff position (**Bob McDonald**) – Discussion only

5. Monthly Report from the **Membership/Public Outreach Subcommittee**:

   a. Report on review and update of the existing by-laws (**Draft Administrative Procedures, Park, Recreation and Open Space Advisory Committee dated August 26, 2000, a 5 page document submitted to the Committee on September 5, 2000*) for the Committee as they relate and conform to the requirements of Proposition C and the Implementation Ordinance – Discussion and Possible Action (**Mindy Kersher**).

   b. Report on subcommittee job descriptions, tasks and subcommittee membership - Discussion and possible action (**Camille She**).

c. Address questions raised by the Recreation, Park and Open Space Advisory Committee with the City Attorney, Mr. Dorji Roberts at their September 5, 2000 meeting. Questions raised by the Committee include the option of the Committee removing members who do not regularly attend meetings and how do the six holdover Committee members get re-appointed after district elections (**Jane Winslow**).

d. Report on and review suggested changes to the criteria used to select and establish a *list of qualified organizations appropriate to nominate individuals for the Recreation, Park and Open Space Advisory Committee. Recommendations on criteria would be forwarded to the Recreation and Park Commission and the Board of Supervisors for approval (Continued from August 8 and September 5 2000 meeting) – Discussion and possible action (**Bill Barnes**).

6. Monthly Report from the **Strategic Planning Subcommittee** - Discussion only

   a. Report on subcommittee job descriptions, tasks and subcommittee membership - Discussion and possible action (**Isabel Wade**)

7. Monthly Report from the **Capital Plan Subcommittee** – Discussion only.

   a. Report on subcommittee job descriptions, tasks and subcommittee membership - Discussion and possible action (**Matt Tuchow**)

8. Monthly Report from the **Budget Subcommittee** – Discussion only.

   a. Report on subcommittee job descriptions, tasks and subcommittee membership - Discussion and possible action (**Henry Louie**)
   b. Quarterly Report schedule to the Recreation and Park Commission (**Henry Louie**)

9. Committee member announcements.

10. Adjoumment

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***Copies of explanatory documents are available to the public at the Recreation and Park Commission's office, 501 Stanyan Street, San Francisco California between the hours of 9 a.m. and 5.pm., or when ever possible, on the Commission's webpage: parks.sfgov.org, or upon request to the Commission Secretary, at the above address or telephone number 831-2791, or via e-mail at** Robert_Mcdonald@ci.sf.ca.us **within three business days of a meeting.**

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OPEN SPACE/PARK RENOVATION
CITIZENS ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

no quorum

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, November 14, 2000 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

AGENDA

1. Roll Call

2. New Member Announcements: *Ms. Laura Elizabeth Cavoluzzo* (**Jane Winslow**) – Discussion only.

3. Approval of the September 5, 2000 minutes for the Park, Recreation and Open Space Advisory Committee Meeting (*please note that there was not a quorum for the meetings on October 3, 2000*) – Discussion and possible action.

4. Public Comment on items not listed on the agenda.

5. Status of PROSAC staff position (**Isabel Wade and Jane Winslow**) – Discussion only

6. Review draft Subcommittee Job Descriptions and Assignments to subcommittee, dated November 8, 2000 – *see availability below (**Jane Winslow and Alan Weaver**) – Discussion and possible action.

7. Monthly Report from the **Membership/Public Outreach Subcommittee**:

   a. Report on review and update of the existing by-laws (**Draft Administrative Procedures, Park, Recreation and Open Space Advisory Committee dated August 26, 2000, a 5 page document submitted to the Committee on September 5, 2000*) for the Committee as they relate and conform to the requirements of Proposition C and the Implementation Ordinance – Discussion and Possible Action (**Mindy Kersher**).

b. Report on development and use of a Qualified Organizational Outreach list – Discussion and possible action (**Camille She**)

c. Report on and review suggested changes to the criteria used to select and establish a *list of qualified organizations appropriate to nominate individuals for the Recreation, Park and Open Space Advisory Committee. Recommendations on criteria would be forwarded to the Recreation and Park Commission and the Board of Supervisors for approval (Continued from August 8 and September 5, October 3 2000 meeting) – Discussion and possible action (**Michelle Stratton**).

7. Monthly Report from the **Strategic Planning Subcommittee** - Discussion only

a. Report on the Recreation and Park Department's Strategic Planning Open House held in October – Discussion only (**Isabel Wade**)

8. Monthly Report from the **Capital Plan Subcommittee** – Discussion only.

a. Report on the status of the Capital Program Manager (Project Manager IV) position with the Recreation and Park Department - Discussion only (**Michelle Stratton and Jane Winslow**)

9. Monthly Report from the **Budget Subcommittee** – Discussion only.

a. Quarterly Report schedule to the Recreation and Park Commission, and Committee assignments to provide reports (**Henry Louie**) – Discussion only.

10. Committee member announcements.

11. Adjournment

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SAN FRANCISCO
OPEN SPACE/PARK RENOVATION
CITIZENS ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, December 5, 2000 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

AGENDA

1. Roll Call

2. Approval of the September 5, 2000 minutes for the Park, Recreation and Open Space Advisory Committee Meeting (*please note that there was not a quorum for the meetings on October 3, or November 14, 2000*) – Discussion and possible action.

3. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see note on Page 3).

4. Review draft Subcommittee Job Descriptions and Assignments to subcommittee, dated November 8, 2000 – *see availability below (**Jane Winslow and Alan Weaver**) – Discussion and possible action.

5. Monthly Report from the **Membership/Public Outreach Subcommittee**:

   a. Report on review and update of the existing by-laws (**Draft Administrative Procedures, Park, Recreation and Open Space Advisory Committee dated August 26, 2000, a 5 page document submitted to the Committee on September 5, 2000*) for the Committee as they relate and conform to the requirements of Proposition C and the Implementation Ordinance – Discussion and Possible Action (**Mindy Kersher**).

   b. Report on development and use of a Qualified Organizational Outreach list – Discussion and possible action (**Camille She**)

6. Monthly Report from the **Strategic Planning Subcommittee** - Discussion only

   a. Report on the Recreation and Park Department's Strategic Planning efforts – Discussion only (**Isabel Wade**)

7. Monthly Report from the **Capital Plan Subcommittee** – Discussion only.

   a. Report on the status of the Capital Program Manager (Project Manager IV) position with the Recreation and Park Department and initiation of the first year of the capital plan- Discussion only (**Bob McDonald**)

8. Monthly Report from the **Budget Subcommittee** – Discussion only.

   a. Quarterly Report schedule to the Recreation and Park Commission, and Committee assignments to provide reports (**Henry Louie**) – Discussion only.

9. Committee member announcements.

10. Adjournment

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Minutes
Park, Recreation and Open Space Advisory Committee
Tuesday December 5, 2000
McLaren Lodge, Golden Gate Park

NO QUORUM WAS PRESENT – MEETING AND ACTION ITEMS CONTINUED TO JANUARY 9, 2001 MEETING

SAN FRANCISCO
OPEN SPACE/PARK RENOVATION
CITIZENS ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, January 9, 2000 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1st Posted 1/5/01

AGENDA

1. Roll Call

2. Approval of the December 5, 2000 minutes for the Park, Recreation and Open Space Advisory Committee Meeting – Discussion and possible action.

3. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see note on Page 3).

4. Presentation from the Redevelopment Agency Department on South Bayshore Plan and Open Space Element – Discussion only

5. Board of Supervisor Elections (**Robert McDonald**) – Discussion Only

6. Review draft Subcommittee Job Descriptions and Assignments to subcommittee, dated November 8, 2000 – *see availability below (**Jane Winslow and Alan Weaver**) – Discussion and possible action.

7. Monthly Report from the **Membership/Public Outreach Subcommittee**:

   a. Report on review and update of the Draft By-laws of the Park, Recreation and Open Space Advisory Committee dated November 8, 2000 - * see availability below for the Committee as they relate and conform to the requirements of Proposition C and the Implementation Ordinance – Discussion and Possible Action (**Mindy Kershner**).

   b. Report on development and use of a Qualified Organizational Outreach list – Discussion and possible action (**Camille She**)

8. Monthly Report from the **Strategic Planning Subcommittee** - Discussion only

   a. Report on the Neighborhood Park Council's efforts in working with the Recreation and Park Department on their Strategic Planning efforts – Discussion only (**Isabel Wade**)

9. Monthly Report from the **Capital Plan Subcommittee** – Discussion only.

   a. Introduction of Gary Hoy, Capital Plan Project Manager- Discussion only (**Bob McDonald**)

10. Monthly Report from the **Budget Subcommittee** – Discussion only.

    a. Quarterly Report schedule to the Recreation and Park Commission, and Committee assignments to provide reports (**Henry Louie**) – Discussion only.

11. Committee member announcements.

12. Adjournment

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San Francisco Recreation & Park Department

January 09, 2001

Minutes

Park, Recreation and Open Space Advisory Committee

Tuesday January 9, 2001

McLaren Lodge, Golden Gate Park

THE PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE WILL NOT BE MEETING UNTIL THE BOARD OF SUPERVISOR MAKES ITS NEW APPOINTMENTS- MEETING AND ACTION ITEMS HAVE BEEN CONTINUED UNTIL THERE IS A QUORUM. PLEASE CONTACT BOB MCDONALD @ (415) 831-2791 FOR MORE INFORMATION.

SAN FRANCISCO PARK, RECREATION AND OPENSPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, February 6, 2001 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

AGENDA

1. Roll Call

2. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see note on Page 3).

3. Introduction of Rebecca Silverberg, Mayoral Appointee to the Committee (Robert McDonald) – Discussion Only.

4. A 10 Minute presentation on the Bayview-Hunters Point Community Revitalization Concept Plan (**Robert McDonald, Stan Muraoka, Lisa King**) – Discussion and Possible Action

5. Nominate and assign Officers, Park, Recreation and Open Space Committee – Discussion and Possible Action

6. Adoption of the Fiscal Year 2001-2002 Schedule, proposing to hold meetings the first *Wednesday* of each month, dated February 2001* (**Robert McDonald**) – Discussion and Possible Action

7. Review of a flow chart that demonstrates the activities of and important dates for the Park, Recreation and Open Space Advisory Committee, dated February 2001* (**Robert McDonald**) – Discussion only

8. Follow-up discussion regarding letter sent to Board of Supervisors urging them to make appointments to the Committee and impacts to the Committee resulting from Supervisorial elections (**Robert McDonald**) – Discussion Only

9. Review draft Subcommittee Job Descriptions and Assignments to subcommittee, dated November 8, 2000 (**Jane Winslow and Alan Weaver**) – Discussion and possible action.

10. Monthly Report from the **Membership/Public Outreach Subcommittee**:

    a. Report on review and update of the Draft By-laws of the Park, Recreation and Open Space Advisory Committee as they relate and conform to the requirements of Proposition C and the Implementation Ordinance dated November 8, 2000* – Discussion and Possible Action (**Mindy Kershner**).

    b. Report on development and use of a Qualified Organizational Outreach list and assign a temporary committee member to oversee this assignment – Discussion and possible action

11. Monthly Report from the **Strategic Planning Subcommittee** - Discussion only

    a. Report on the action taken by the Recreation and Park Commission regarding the adoption of the Strategic Plan and discuss the timeline and status of the Stakeholder's Strategic Planning efforts – Discussion only (**Isabel Wade**)

12. Monthly Report from the **Capital Plan Subcommittee** Assign a temporary committee member to oversee this subcommittee –Discussion only.

13. Monthly Report from the **Budget Subcommittee** – Discussion only.

    a. Quarterly Report schedule to the Recreation and Park Commission, and Committee assignments to provide reports (**Henry Louie**) – Discussion only.
    b. Discuss Recreation and Park Department Budget Schedule for FY 2001-02 and public hearings to be held this February and urge committee members and public to attend these budget meetings (**Henry Louie**) – Discussion only.

14. Committee member announcements.

15. Adjournment

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San Francisco Recreation & Park Department

February 6, 2001

Minutes

Park, Recreation and Open Space Advisory Committee

Tuesday February 6, 2001

McLaren Lodge, Golden Gate Park

NO QUORUM WAS PRESENT - MEETING AND ACTION ITEMS WERE CONTINUED TO A DATE UNCERTAIN

SAN FRANCISCO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, August 7, 2001 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

ORIENTATION SESSION

1. Roll Call

2. Introduction and Welcome (Elizabeth Goldstein, General Manager) – Discussion Only.

3. Introduction of Appointees to the Park, Recreation and Open Space Advisory Committee (**Robert McDonald**) – Discussion Only.

4. Introduction of Recreation and Park Department Staff Members (**Robert McDonald**) – Discussion Only.

5. Review of Informational Binders, including Sunshine Ordinance Training booklet (**Robert McDonald**) – Discussion Only.

6. Adoption of the Fiscal Year 2001-2002 Schedule, proposing to hold meetings the first *Tuesday* of each month, dated July 2001* (**Robert McDonald**) – Discussion and Possible Action

7. Review of Open Space Committee History: Original Open Space Fund under Propositions J and E; Background of Propositions A and C. (**Robert McDonald and Isabel Wade**) – Discussion Only

8. Review Draft By-Laws and Subcommittee Job Descriptions (**Isabel Wade and Robert McDonald**) – Discussion only.

9. Other Business: Follow-up discussion regarding vacant positions on the Committee and status of appointments.

10. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see page 3).

11. Committee member announcements.

12. Adjournment

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SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, September 4, 2001 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. Review of the *Minutes for the August 7, 2001 meeting (Robert McDonald) – Discussion and Possible Action.

3. Review of Sunshine Ordinance (**Dorji Roberts, City Attorney**) – Discussion Only.

4. Review of the Recreation and Park Department's *Draft Capital Plan and Capital Program for Fiscal Year 2001-2002 (**Gary Hoy**) – Discussion Only.

5. Status update on the Recreation and Park Department's Operational Plan and Distribute Material (**Lydia Zaverukha**) – Discussion Only

6. Adoption of the *Fiscal Year 2001-2002 Schedule – Review those meeting dates on the yearly calendar that are not held on the first *Tuesday* of each month due to Holiday or election (**Robert McDonald**) – Discussion and Possible Action.

7. Review Meeting Room Locations for the PROSAC (**Robert McDonald**) – Discussion only

8. Review *Committee By Laws (both existing and proposed drafts) and Subcommittee Job Descriptions (**Isabel Wade and Robert McDonald**) – Discussion only.

9. Other Business: Follow-up discussion regarding vacant positions on the Committee, status of appointments and new PROSAC position.

10. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see page 3).

11. Committee member announcements.

12. Adjournment

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SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, October 2, 2001 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. Review of the *Minutes for the September 4, 2001 meeting (**Gary Hoy**) – Discussion and Possible Action.

3. Select one and two year limit terms for the Park Recreation and Open Space Advisory Committee (**Gary Hoy**) – Discussion and Possible Action

4. Review candidate responses sent via e-mail and appoint a chair and co-chair for the Park, Recreation and Open Space Advisory Committee (Gary Hoy) – Discussion and Possible Action.

5. Review of the Recreation and Park Department's *Draft Capital Plan and Capital Program for Fiscal Year 2001-2002 (**Gary Hoy**) – Discussion Only.

6. Review of the Recreation and Park Department's Budget process for Fiscal Year 2002-03 (**Mary King-Gorwky**) – Discussion Only

7. Review *Committee By Laws (both existing and proposed drafts) and Subcommittee Job Descriptions (**Isabel Wade**) – Discussion and Possible Action to approve Committee By Laws, Subcommittee Job Descriptions and appointments to subcommittees.

8. Other Business: Follow-up discussion regarding vacant positions on the Committee, status of appointments and new PROSAC position.

9. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

10. Committee member announcements.

11. Adjournment

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SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, November 7, 2001 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. Review of the *Minutes for the October 2, 2001 meeting (**Bob McDonald**) – Discussion and Possible Action.

3. Recommend approval of *Draft Operating Rules (By –laws) and forward to the City Attorney for comment (**Isabel Wade/Chris Courter**) – Discussion and Possible Action.

4. Review and Comment on the Recreation and Park Department's *Draft Capital Plan and Capital Program *details* for Fiscal Year 2001-2002 (**Gary Hoy**) – Discussion and Possible Action.

5. Review and comment on the Recreation and Park Department's Budget process for Fiscal Year 2002-03: Discuss required public hearing and overview of budget options and presentation data; Discuss components of a District Budget (**Mary King-Gorwky**) – Discussion and Possible Action.

6. Other Business: Select 5-8 members for the Community Stakeholders group for the Recreation and Park Department Operations Plan.

7. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

8. Committee member announcements.

9. Adjournment

NOTE: **Public Comment on any agenda item will be limited to no more than three (3) minutes per project or subject. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.**

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San Francisco Recreation & Park Department

November 7, 2001
Public Notices

Minutes

Park, Recreation and Open Space Advisory Committee

Tuesday November 7, 2001

McLaren Lodge, Golden Gate Park

ROLL CALL

Members Present: Michael Casazza, Arthur Chang, Chris Courter, Jeanne Darrah, Jill Fox, Patrick Hannan, Mary Harris, Linda Hunter, Franco Mancini, Robert Marosi,Greg Rocca, Nino Parker, Joan Roughgarden, Michael Shaw, Matthew Tuchow, Marybeth Wallace

Members Excused: Mark Buell, Laura Cavaluzzo, Jonee Levy, Mary McAllister, Rebecca Silverberg, Aura Smithers, Isabel Wade

Members Absent:

Staff Present: Elizabeth Goldstein, Gary Hoy, Mary King-Gorwky, Robert McDonald

APPROVAL OF THE OCTOBER 2, 2001MINUTES - DISCUSSION AND POSSIBLE ACTION.

Approved minutes of the October 2, 2001 with a minor change Mary Beth First, Chris Courter second

Committee Vote: Motion made by Marybeth Wallace and seconded by Chris Courter to approve the October 2, 2001minutes.

RECOMMEND APPROVAL OF THE DRAFT OPERATING RULES (BY-LAWS) AND FORWARD TO THE CITY ATTORNEY FOR COMMENT- DISCUSSION AND POSSIBLE ACTION.

Chris Courter summarized the by law changes made by the Committee. The Committee discussed the language section by section. The Committee did not have time to review the total set of by laws and agreed to approve final language at its December 4, 2001 meeting.

The Committee unanimously agree to the following at the meeting:

Adopt the following Articles and Sections as originally prepared: Article I, Sections 1, 2 and 4; Article II, Sections 1, 2, 3,4,5,6;Article III, Section 1, 4, 5.2, Article IV, Section 2, 3, 4, 7,9,11.

Forward the following Articles and Sections to an Ad Hoc Committee: Article III, Section 6, Duties of Officers and Secretary appointment; Article III Section 7, Subcommittees.

Modify the following Articles and Sections: Article I, Section 3 attendance: recommended including emergencies as an allowable excuse. Article III, Section 2 Vice-Chair: Allow two (2) vice-chairs. Article III, Section 3 Acting Chairperson: eliminate this section. Article IV, Section 1 Regular Meetings - remove dates, refer to a regular schedule, subject to change by the Committee and updated annually; Article IV, Section 5 Quorum - change from 12 to 13 members; Article IV, Section 6 Cancellation - indicate that agenda items will be canceled for a period of not more than 30 days; Article IV, Section 10 - Notice: Change Written notice from shall to may include and to strike language for additional noticing. Section IV, Section 12 - Order of Meeting; strike staff reports and amend to include other items provided in the by-laws.

Continue the following Articles and Sections to the next meeting: Article IV, Section 13, 14. Article V - All Sections. Article VI - All Sections. Article VII - All Sections. Article IX - All Sections. Article X - All Sections.

General: Agreed to call by-laws rules and procedures.

Committee Final Vote: Continued to December 4, 2001.

REVIEW OF THE RECREATION AND PARK DEPARTMENT'S DRAFT CAPITAL PLAN AND CAPITAL PROGRAM DETAILS FOR FY 2001-02 - DISCUSSION AND POSSIBLE ACTION.

Gary Hoy responded orally to the majority of the written questions prepared by the Committee regarding the Capital Plan. Mr. Hoy indicated that he will be able to provide the desired written reports and responses requested by the Committee once he has full staffing. Mr. Hoy expects these positions to be filled by early December and expects to provide the necessary reports and written responses by the January 2002 PROSAC meeting.

Committee Vote: Discussion only.

REVIEW AND COMMENT ON THE RECREATION AND PARK DEPARTMENT'S BUDGET PROCESS FOR FISCAL YEAR 2002-03: DISCUSS REQUIRED PUBLIC HEARING AND OVERVIEW OF BUDGET OPTIONS AND PRESENTATION DATA; DISCUSS COMPONENTS OF A DISTRICT BUDGET- DISCUSSION AND POSSIBLE ACTION

Mary King-Gorwky discussed Department expenditures and revenues for FY 2001-2002, referring to the Department's Narrative Budget Summary. Ms. Gorwky explained to the Committee that the Department will be reporting expenditures by facility. This reporting mechanism will be available at the beginning of next year. Ms. Gorwky indicated that staff will mail out extra copies of the Department's narrative budget summary to the Committee.

Committee Vote: Discussion only, no vote.

OTHER BUSINESS: SELECT 5-8 MEMBERS FOR THE COMMUNITY STAKEHOLDERS GROUP FOR THE RECREATION AND PARK DEPARTMENT'S OPERATION PLAN; GENERAL MANAGER'S REPORT ON THE GOLF REVENUE BONDS AND OVERALL DEPARTMENT BUDGET PROCESS - DISCUSSION ONLY

Committee members interested in participating in the Stakeholders group for the

Recreation and Park Department Operation's Plan can e-mail Bob McDonald, or contact either Isabel Wade or Lydia Zaverukha.

General Manager Elizabeth Goldstein briefly updated the committee on the proposed gold revenue bonds that would be reviewed by the Recreation and Park Commission in November and the Board of Supervisors in December. Ms. Goldstein encouraged committee members to attend these future public hearings. Ms. Goldstein also briefed the committee on the current budget cut the department is taking as part of the economic turndown. Ms. Goldstein indicated that she will continue working hard to protect staff and maintain existing services on the field. Ms. Goldstein noted a 3 percent cut in the budget, which equals approximately a 3.5 million dollar cut to the FY 2001-2002 budget.

Committee Vote: No vote, Discussion item only.

PUBLIC COMMENT

Dick Morton from SPUR commented on the protection and maintenance of City capital assets, including those under the jurisdiction of the Recreation and Park Department. Mr. Morton indicated that SPUR is working on ordinance, which sets aside money from the City's budget for deferred maintenance. Mr. Morton

hopes the Committee will support this ordinance when it is presented to the Board of Supervisors.

Joan Kingery, from Edgehill Open Space is pleased to hear about the progress of the Committee. Ms. Kingery supports the Department's use of funds for acquisition of land and protection of open space. Ms. Kingery updated the Committee on the Edgehill Open Space acquisition project.

ADJOURNMENT

Committee Vote: Marybeth Wallace motioned to adjourn the meeting, seconded by Franco Mansini. The Committee unanimously agreed. The meeting ended at 9:10p.m.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens

Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

4/01

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, December 4, 2001 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. Review of the *Minutes for the November 7, 2001 meeting (**Bob McDonald**) – Discussion and Possible Action.

3. Welcome Mr. Nino Parker to the Park, Recreation and Open Space Advisory Committee (**Bob McDonald**) – Discussion Only.

4. Recommend approval of *Draft Operating Rules (By –laws) and forward to the City Attorney for comment (**Isabel Wade/Chris Courter**) – Discussion and Possible Action.

5. Establish an Operating Rules subcommittee (Isabel Wade) – Discussion and Possible Action.

6. Planning for upcoming budget hearings for the Fiscal Year 2002-03 Budget, setting public hearing dates and outreach to the community Review (**Isabel Wade**) – Discussion and Possible Action.

7. Other Business: Update on the status of the new PROSAC position; Status of Community Stakeholders group volunteers for the Recreation and Park Department Operations Plan; Report on Department bond expenditures – Discussion Only.

8. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

9. Committee member announcements.

10. Adjournment

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NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, December 4, 2001 - 6:30 p.m. =

McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. Review of the *Minutes for the November 7, 2001 meeting (Bob McDonald) Discussion and Possible Action.

3. Welcome Mr. Nino Parker to the Park, Recreation and Open Space Advisory Committee (Bob McDonald) Discussion Only.

4. Recommend approval of *Draft Operating Rules (By =96laws) and forward to the City Attorney for comment (Isabel Wade/Chris Courter) =96 Discussion and Possible Action.

5. Establish an Operating Rules subcommittee (Isabel Wade) Discussion and Possible Action.

6. Planning for upcoming budget hearings for the Fiscal Year 2002-03 Budget, setting public hearing dates and outreach to the community Review (Isabel Wade) Discussion and Possible Action. =

7. Other Business: Update on the status of the new PROSAC position; Status of Community Stakeholders group volunteers for the Recreation and Park Department Operations Plan; Report on Department bond expenditures Discussion Only.

8. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

9. Committee member announcements.

10. Adjournment

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San Francisco Recreation & Park Department

December 04, 2001
Public Notices

Minutes

Park, Recreation and Open Space Advisory Committee

Tuesday December 4, 2001

McLaren Lodge, Golden Gate Park

ROLL CALL

Members Present: Â Â Â Â Â Â Â Â Â Mark Buell, Michael Casazza, Laura Cavaluzzo, Arthur Chang, Jill Fox, Patrick Hannan, Mary Harris, Linda Hunter, Jonee Levy, Franco Mancini, Mary McAllister, Robert Marosi Greg Rocca, Rebecca Silverberg, Matt Tuchow, Isabel Wade, Mary Beth Wallace

Members Excused:Â Â Â Â Â Â Â Â Chris Courter, Jeanne Darrah, Aura Smithers

Members Absent:Â Â Â Â Â Â Â Â Â Â Â Robert Marosi, Nino Parker, Joan Roughgarden, Michael Shaw

Staff Present:Â Robert C. McDonald

Approval of the NOVEMBER 7, 2001 minutes - Discussion and possible action.

Committee Vote: Motion made by Arthur Chang and seconded by Mary Beth Wallace, unanimously approved by the Committee.

Welcome Mr. Nino Parker to the Park, Recreation and Open Space Advisory Committee (Bob McDonald) - Discussion Only.

Continued to the next meeting - Mr. Parker absent.

Committee Vote: Discussion Item only

Recommend approval of *Draft Operating Rules (By -laws) and forward to the City Attorney for commentÂ (Isabel Wade/Chris Courter) - Discussion and Possible Action.

The Committee continued the discussion of the draft Operating Rules from the November 7, 2001 meeting.

The Committee unanimously agreed to the following at the meeting:

Adopt the following Articles and Sections as originally prepared: Article IV, Section 13; Article V, Section 1, Section 2, Section 3; Article VI, Section 1, Section 2; Article VIII Sections 1-3; Article IX; and Article X.

Modify and or delete the following Articles and Sections: Article III, Section 6 Secretary - make vice-chairs plural, delete duties of the secretary, amend subsection a to read as followsâ€¦.The General Manager of the Recreation and Park Department shall appoint a staff person, upon approval of the committee, to serve as a PROSAC secretary, delete subsections b, c and d; Article III, Section 7 Subcommittee approve subsections a, b modify c to indicate may appoint vice-chair(s), approve subsection d and add subsection e to read as followsâ€¦.Adhoc Committees may be created to carry out the work assignments of the committee; Article IV, Section 14, delete, Section 15 indicated the Committee may chooseâ€¦.; Article V, Section 4, delete; Article VI, Section 3, indicate a 72 hour notice; and Article VII, delete whole section.

Committee Vote: Motion made by Franco Mancini and seconded by Arthur Chang to incorporate the necessary changes and forward to the City Attorney, unanimously approved by the Committee.

Establish an Operating Rules subcommittee (Isabel Wade) - Discussion and Possible Action.

The Committee discussed the need for an Operating Rules Subcommittee.

Committee Vote: Motion made by Franco Mancini and seconded by Jill Fox to not establish an Operating Rules Subcommittee, unanimously approved by the Committee.

Planning for upcoming budget hearings for the Fiscal Year 2002-03 Budget, setting public hearing dates and outreach to the community Review (Isabel Wade) - Discussion and Possible Action.

The Committee discussed helpful ways the department could provide meaningful public information to aid the community in commenting on the budget. The Committee discussed ways to help the Department hold at least two public meetings. The Committee discussed format, materials and goals for public meetings. The Committee discussed priorities to be established in the budget process.

Committee Vote: Discussion Only.

Other Business: Update on the status of the new PROSAC position; Status of Community Stakeholders group volunteers for the Recreation and Park Department Operations Plan; Report on Department bond expenditures - Discussion Only.

The Committee discussed use of bond monies for open space acquisitions and methods for banking open space funds. The Committee agreed to send a letter to the Commission and Board voicing concern about the use of bond monies, limits and credits for open space acquisitions.

The Committee reviewed examples of other departmental budget summaries. The Committee discussed the need to provide funding to prepare an annual report for the public.

Committee Vote: Discussion only.

Committee Membership Announcements

Isabel Wade updated the Committee on the last Recreation and Park Commission and Board hearing, specifically related to discussion on the Capital Plan and use of bond monies. Isabel - did not have numbers at last meeting regarding the capital plan. Ms. Wade also updated the Committee on her discussions with the City Attorney regarding issues related to implementation of Propositions A and C. Ms. Wade updated the Committee on Supervisor Leno's legislation related to a Bond Oversight Committee.

PUBLIC COMMENT

Mr. Peter Varnet lives next to Brooks Park and is working with the Department on building a community garden. Mr. Varnet reported on the status of the park and improvements being developed that are allegedly contrary to the original approved community plan. The Committee discussed what steps can be taken to address when community plans are approved by the Commission and changes are made during construction, contrary to these plans. Ms. Wade discussed the need to set up and have representation on the Capital Implementation Committee being coordinated by the Capital Division and DPW.

Committee Vote: A motion was made by Marybeth Wallace to work on setting up the Capital Implementation Plan with the Department, and seconded by Michael Cazzasa, unanimously agreed to by the Committee.Â A motion was made by Jill Fox and seconded by Franco Mancini to write a letter to the General Manager regarding the Brooks Park issue, unanimously agreed to by the Committee. A motion was made by Jill Fox and seconded by Franco Mancini to write a letter to the City Attorney, asking her if plans can be modified between Commission approval and construction, unanimously approved by the Committee.

ADJOURNMENT

Committee Vote: Franco Mancini motioned to adjourn the meeting, seconded by Jonee Levy. The Committee unanimously agreed.Â The meeting ended at 9:02 p.m.

Â These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
REVISED SCHEDULE Monday, January 7, 2002 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. Review of the *Minutes for the December 4, 2001 meeting (**Bob McDonald**) – Discussion and Possible Action.

3. Welcome Nino Parker (**Bob McDonald**) – Discussion Only.

4. Chair and Vice Chairs Report: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) – Discussion Only.

5. Review and Comment on the Recreation and Park Department's *Draft Capital Plan and Capital Program *details* for Fiscal Year 2001-2002 (**Isabel Wade**) – Discussion and Possible Action.

   a) Open Space Acquisition Plan – (**Bob McDonald**)
   b) Establishment of Capital Plan Implementation Committee – (**Gary Hoy, Kathryn How**)

6. Review and comment on the Recreation and Park Department's Budget process for Fiscal Year 2002-03: Discuss required public hearing and overview of budget options and presentation data; Discuss components of a District Budget (**Isabel Wade**) – Discussion and Possible Action.

7. Other Business: Operation Rules; Status of PROSAC Position, update of Capital Division move to 30 Van Ness and Capital Division Open House in January; Status Report on the Operations Plan.

8. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

9. Committee member announcements.

10. Adjournment

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San Francisco Recreation & Park Department

January 07, 2002
Public Notices

Park, Recreation and Open Space Advisory Committee

Monday, January 7, 2002

McLaren Lodge, Golden Gate Park

ROLL CALL

Members Present: Mark Buell, Michael Casazza, Laura Cavaluzzo, Jeanne Darrah, Jill Fox, Patrick Hannan, Mary Harris, Linda Hunter, Jonee Levy, Franco Mancini, Mary McAllister, Greg Rocca, Joan Roughgarden, Matt Tuchow, Isabel Wade, Mary Beth Wallace

Members Excused: Arthur Chang, Chris Courter, Rebecca Silverberg,

Members Absent: Robert Marosi, Nino Parker, Michael Shaw

Staff Present: Gary Hoy, Elizabeth Goldstein, Mary King-Gorwky, Robert C. McDonald

Approval of the **DECEMBER 4, 2001**minutes - Discussion and possible action.

The Committee discussed the format of the minutes and the merits of listing action items versus detailed minutes. Jill Fox wanted to make sure that specific ideas and actions of the committee are noted in the minutes, giving the example of a series of ideas for improving community outreach raised at the December 4, 2001 meeting (that were not included in the minutes of the meeting). The committee agreed to specifically request that the minute taker include specific actions or ideas expressed at future meetings. Mark Buell noted that having action minutes should avoid the need for the committee to spend energy and time on commenting and corrections at meetings.

The Committee noted the following minor corrections: Note a motion was made by Marybeth Wallace, not Mary Beth McAllister on page 4, Committee Vote; Note in future minutes the correct spelling of Ms. Jonee Levy; note that a memo detailing comments on the capital plan and budget was submitted to the Commission at their last public hearing and that this be reflected in the minutes under Committee membership announcements.

Committee Vote: Motion made by Patrick Hannan and seconded by Greg Rocca to approve the minutes (with the noted changes above), unanimously approved by the Committee.

Welcome Mr. Nino Parker to the Park, Recreation and Open Space Advisory Committee (Bob McDonald) - Discussion Only.

Continued to next meeting.

Committee Vote: Discussion Item only

CHAIR AND VICE CHAIRS REPORT: MEETINGS HELD, HEARINGS ATTENDED, LETTERS SENT AND - Discussion ONLY.

Isabel Wade reported on the monthly update to the Recreation and Park Commission at their December public hearing. Ms. Wade referenced a letter submitted to the Commission dated December 20, 2001 requesting responses and clarity on several key expenditures as they relate to the interpretation and implementation of Proposition C. This memo was circulated to the committee. She informed the Committee that she will be continuing to raise these questions with the Commission at their regularly scheduled hearings.

Isabel Wade reported on the status of the hiring of the new PROSAC position and her involvement being on the interview panel. Mr. Gary Hoy discussed the status of the interviews and indicated that Svetlana Karasovya has been hired in the PROSAC position. She will start on February 4, 2002..

Committee Vote: Discussion Item only

review and comment: the recreation and park department's draft capital plan and capital program for fiscal year 2001-2002; open Space acquisition plan and establishment of capital plan implementation committee - discussion and possible action

The report on the Draft Capital Plan and Capital Program for Fiscal Year 2001-2002 was continued to the February 5, 2002 meeting. Mr. Gary Hoy agreed to send out a copy of this draft to each of the committee members, noting that each committee member will receive specific capital projects and descriptions for each of their respective districts.

Mr. Bob McDonald summarized the Open Space Acquisition Plan memo distributed to the committee, listing projects the Department is currently involved in. The committee expressed concern about how the list was created, what public involvement there was in the creation of this list, why some projects were considered natural areas acquisitions without habitat evaluations, what criteria were used in determining what is considered a natural area, what funds would be used to purchase these properties, and the status of acquisitions. The Committee expressed a desire to create a task force to work with the Department in establishing priority acquisition sites, developing criteria for acquisitions and formalizing funding sources for each acquisition. Mr. Bob McDonald noted that the General Plan establishes policies and criteria for acquisitions, as well as definitions and priorities for natural areas acquisitions. Mr. McDonald also noted that a more comprehensive review of acquisitions will be undertaken by the Department, where each committee member will be actively involved in providing comments and feedback on potential acquisition sites. Mr. McDonald was pleased to hear that the committee was interested in creating a taskforce to deal with this program will indicated that he looks forward to working with them in the future.

Ms. Wade discussed the need to establish a Capital Implementation Committee with the PROSAC. Mr. Hoy indicated that he was committed to setting up a Committee in

an expeditious manner. The Committee discussed the appropriate individual(s) to be on this committee. The Committee agreed that the chair and vice chairs could sit on the Capital Implementation Committee on a rotating basis.

Committee Vote: Motion was made by Linda Hunter and seconded by Jill Fox to nominate the chair and vice chair(s) to serve on the Capital Implementation Committee on a rotating basis, unanimously approved by the Committee.

review and comment on the recreation and park department's budget process for fy 2002-03: discussED required public hearing and overview of budget options and presentation data; discuss components of a district budget -discussion and possible action.

Ms. Mary King-Gorwky provided an overview of budget options, presentation data and discussed the dates for the budget hearings (Calendar), the essential elements found in the budget and what will be included in the Department's District Budgets.

The Committee discussed the need for a comprehensive community outreach program for the Budget process to allow the public to provide feedback on the budget and its funding priorities. Obtaining feedback from the public, as opposed to providing the public with just an educational update of the budget, should be the Department's priority. The Committee stressed the need to improve the existing budget outreach process. Jill Fox wanted the minutes to reflect that the Department should consider the following measures to improve the outreach process: surveys, interactive web-site, conducting hearing and meeting in neighborhoods, printing hearings/information in newspapers and mailings and include the draft budget and budget information in the park report.

Ms. Fox listed measures that the committee could employee to get feedback from the community and improve community outreach. Ms. Fox suggested that the Committee could look at outreach models from other cities, educate the community on how districts and district budgets are set up, demonstrate to the public where cuts occur in the department (staff line cuts) and work with the Department to develop basic budget definitions to improve communication and understanding on the budget. The Committee also stressed the need for PROSAC members to take an active role in improving public outreach for this year by having each committee member get the word out about the budget to individuals, groups and organizations in their districts. Ms. Wade indicated that the chair and co-chairs will work with Ms. Mary King-Gorwky on developing a format for the PROSAC to provide formal comment at these budget hearings. The Committee agreed that this would be a good idea.

Elizabeth Goldstein briefed the committee on the budget crisis and potential cuts the Department would expect. Ms. Goldstein discussed methods to sustain services with these cuts.

Committee Vote: Discussion Only.

Other Business: operation rules; status of prosac position; update of capital division move to 30 van nessand opne house; status report on the operations plan-Discussion Only.

Committee Vote: Discussion only.

Committee Membership Announcements

PUBLIC COMMENT

Peter Vaernet, Mr. Daniel Weaver, and Ms. Regina Blosser - Requested advice on the capital improvements proposed on the Oceanview Recreation Center. Mr. Vaernet requested that the PROSAC look into the progress of the project and its scope and need to continue community input on the development of plans. Mr. Weaver and Ms. Blosser were concerned because the public has been shut out of the plan development process.

Mr. Hoy provided some clarifications about the project and its progress. He indicated that the staff planner on the project was Ms. Mary Tinken and that he would have her call members of the OMI to continue this dialogue. Ms. Wade invited members of the public back to discuss their success at the next meeting under public comment. Ms. Wade reminded the committee about the Capital Implementation Review Committee who would be responsible for addressing these issues in the future.

Fran Martin and Anne Seeman of the Visitation Valley Greenway Project - Described open spaces and linkages between McLaren park, San Bruno Mountain and Bayview Hill. Ms. Martin requested that the Committee and Department look into acquiring 8 lots off of Delta Avenue to secure access to McLaren Park and connect the Visitation Valley Green Way project with the Park. Mr. McDonald agreed to look into permits pending on the site and meet with Ms. Martin and Mr. Mancini.

Steve Cockrell - Discussed the need for the Committee to investigate the need to set up a Taskforce as required under the Significant Natural Area Management Plan 1995 was never established. Mr. Cockrell wanted to make sure that the public had input in development of this plan. Ms. Wade suggested having an update on this plan and the status of the taskforce by Lisa Wayne, Natural Areas Director, at the February meeting. Mr. McDonald indicated that he would place this topic on the agenda. Ms. Goldstein assured Mr. Cockrell that there would be continued public dialogue and input on development of this plan.

ADJOURNMENT

Committee Vote: Mr. Franco Mancini motioned to adjourn the meeting, seconded by Greg Rocca. The Committee unanimously agreed. The meeting ended at 9:35 p.m.

These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, February 5, 2002 - **6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. Review of the *Minutes for the January 7, 2002 meeting (**Bob McDonald**) – Discussion and Possible Action.

3. Welcome Nino Parker (**Bob McDonald**) – Discussion Only.

4. Welcome Svetlana Karasyova (**Bob McDonald**) – Discussion Only

5. Chair and Vice Chairs Report: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) – Discussion Only.

6. Review and Comment on the Recreation and Park Department's *Draft Capital Plan and Capital Program *details* for Fiscal Year 2001-2002 (**Isabel Wade**) – Discussion and Possible Action.

   a) Establishment of Capital Plan Implementation Committee – (**Gary Hoy**)

7. Review and comment on the Recreation and Park Department's Budget process for Fiscal Year 2002-03: Discuss required public hearing and overview of budget options and presentation data; Discuss components of a District Budget (**Isabel Wade**) – Discussion and Possible Action.

8. Presentation on the Native Plant Society, Natural Areas Program (and associated groups assisting this program), Natural Areas Management Plan and status on the Natural Areas Management Plan Task Force and possible appointments to provide public assistance in developing the Natural Areas Management Plan (**Lisa Wayne**) – Discussion and Possible Action

9. Other Business: Operation Rules; update of Capital Division move to 30 Van Ness and Capital Division Open House; Status Report on the Operations Plan.

10. Public Comment on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

11. Committee member announcements.

12. Adjournment

NOTE: **Public Comment on any agenda item will be limited to no more than three (3) minutes per project or subject. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.**

***Copies of explanatory documents are available to the public at the Recreation and Park Commission's office, 501 Stanyan Street, San Francisco California between the hours of 9 a.m. and 5.pm., or when ever possible, on the Commission's webpage: parks.sfgov.org, or upon request to the Commission Secretary, at the above address or telephone number 831-2791, or via e-mail at** Robert_Mcdonald@ci.sf.ca.us **within three business days of a meeting.**

DISABILITY ACCESS

The closest accessible MUNI stop for McLaren Lodge is at Stanyan and Haight (#71 Noriega). The Commission Room is accessible by wheelchair via the McLaren Lodge Annex. Large print agendas are available by calling the General Manager's Office at 415-831-2701. Sign language interpreters are available upon request by contacting Tim Lillyquist at 415-831-2770 at least two working days prior to a meeting. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call Tim Lillyquist at 415-831-2770 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. The Recreation and Park Department TTY number is 415-242-5700.

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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PROHIBITING USE OF CELL PHONES, PAGERS AND SIMILAR SOUNDING DEVICES

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited and at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

San Francisco Recreation & Park Department

Febuary 05, 2002
Public Notices

Park, Recreation and Open Space Advisory Committee

Tuesday, February 5, 2002

McLaren Lodge, Golden Gate Park

NO QUORUM WAS PRESENT - DISCUSSION ITEMS ONLY; ACTION ITEMS CONTINUED TO MARCH 12, 2002 MEETING

ROLL CALL

Members Present: Â Â Â Â Â Â Â Â Michael Casazza, Arthur Chang, Jeanne Darrah, Jill Fox, Mary Harris, Jonee Levy, Franco Mancini, Mary McAllister, Nino Parker, Matt Tuchow, Isabel Wade

Members Excused:Â Â Â Â Â Â Â Â Mark Buell, Laura Cavaluzzo, Patrick Hannan, Linda Hunter, Rebecca Silverberg

Members Absent:Â Â Â Â Â Â Â Â Â Â Chris Courter, Robert Marosi, Greg Rocca, Joan Roughgarden, Michael Shaw, Marybeth Wallace

Staff Present:Â Angela Gengler, Gary Hoy, Mary King-Gorwky, Svetlana Karasyova, Robert McDonald, Lisa Wayne

Welcome Mr. Nino Parker to the Park, Recreation and Open Space Advisory Committee (**Bob McDonald**) - Discussion only.

Welcome Ms. Svetlana Karasyova to the Park, Recreation and Open Space Advisory Committee (**Bob McDonald**) - Discussion only.

Approval of the january 7, 2002 minutes - Discussion only.

Discussed and postponed for ratification at next meeting on Tuesday, March 12, 2002.

CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) - Discussion Only.

Committee Chair Isabel Wade reported that Committee Vice Chairs and she attended the first Capital Plan Implementation Committee meeting.Â There were two well-attended public budget hearings cosponsored by the Recreation and Park Department

and the Park, Recreation and Open Space Advisory Committee (PROSAC). In light of potential budget cuts of about four million dollars in the Department, Ms. Wade encouraged the Committee and the general public to participate in the third public budget hearing and in other budget hearings to be held until May 2002.

REVIEW AND COMMENT ON THE RECREATION AND PARK DEPARTMENT'S *DRAFT CAPITAL PLAN AND CAPITAL PROGRAM *DETAILS* FOR FISCAL YEAR 2001-2002Â (Gary Hoy) - Discussion only.

Establishment of Capital Plan Implementation Committee - **(Gary Hoy)**.

Mr. Gary Hoy, Director of the Capital Division of the Recreation and Park Department, and Ms. Wade clarified the Committee's participation in the work of the Capital Plan Implementation Committee: The Committee Chair and Vice Chairs are to attend the Capital Plan Implementation Committee' s meeting twice a month.

Mr. Hoy informed the Committee that the Capital Plan is a working document under continual modification and that it is open to the Committee's comments, including how to make it more reader-friendly. Mr. Hoy began his status report on the Capital Plan Program by explaining how the report is organized: The first two pages are the Program Status Report, and the rest are the Project Status Reports for each project in each district. There is a page of detailed information for each district project, especially if this district project is active. Mr. Hoy recognized the fact that district project status reports could contain more detail, but the Capital Division is in the process of establishing a reporting template. The district project status reports show funding sources, which fiscal year would be a start date for the project, or whether the project is active. There is a project highlights and status column showing whether the project is in year one, two or three, or whether it is in planning or construction (project years need to be added). The years of the Capital Plan correlate with the City fiscal years, and July 1, 2000 to July 1, 2001 is the first status report. New projects are being assigned almost daily.

Ms. Wade asked Mr. Hoy to clarify the Capital Plan Program's (re)alignment with the work of the Recreation and Park Commission in terms of approval of projects, for example, if projects were approved in the budget last year but have not started until this fiscal year. Mr. Hoy responded by saying that the budget appropriation process with capital projects is independent of the annual appropriation process. The Capital Improvement Advisory Committee predicts how much money capital projects could need annually and then appropriates this money during the budget process. The budget planning process goes on a parallel track. The first two Neighborhood Park Bonds had been sold for $6 million and $14 million in the first and second year respectfully prior to the establishment of the Capital Division. There was $10 million appropriated in the third year; another $10 million is to be appropriated in the fourth year. Appropriation is the authority to expend funds on capital projects, but the bond sale itself is independent of the appropriation. Bond sales do not necessarily follow appropriations immediately because of the project management schedule: The Recreation and Park Department has to expend funds within two years since the bond sale to avoid tax penalty to the Federal government.

Mr. Hoy answered the Committee's questions regarding the relationship between the Recreation and Park Department and the Capital Improvement Advisory Committee (CIAC). The Department forecasts expenditure estimates, which form the premise for future appropriations by CIAC. CIAC is different from the Capital Plan Implementation Committee where PROSAC participates. The Capital Plan Implementation Committee was established by Proposition C to ensure efficient delivery of capital projects.

Ms. Jill Fox was interested in how outside-of-agency monies such as grants are

considered in the Capital Plan. Mr. Hoy noted that the Capital Plan anticipates about $400 million in expenditures. The Neighborhood Park Bond funds $110 million, the Open Space Fund - another $100 million. The gap of about $200 million is anticipated to be filled with grants, philanthropic efforts, and other sources of funds that have not been defined yet. Angela Gengler, a Capital Division staff, will be responsible for identifying sources of grant money. Ms. Fox made a clarification, referring to the India Basin playground improvement project as an example, that the Gifts in Place Program is not considered in the Capital Plan as a source of revenue.

Mr. Hoy explained to the Committee that a "complete project" is complete according to the definition of the project, which may not include the entire facility. Some facilities have more than one project. Ms. Wade added that the question of "completion" raises for consideration certain minimal standards of completion for capital projects, for example, that each project is complete with a sign, a gate, or a doggy bag dispenser. Ms. Hoy noted that by "complete" he means that the City accepted the project. Some staff members would be in charge of creating design standards, such as for signs.

Mr. Hoy informed the Committee that a new projects begins when the Park and Recreation Commission approves of the project's scope, schedule, and budget. Prior to Commission's approval, a lot of work is done in the community with regard to how long the project will take and how much it will cost. This background work helps determine whether the project is a long- or short-term project.

Mr. Hoy made brief comments on individual district projects, pointing out that the Recreation and Park Department is over a year behind the implementation schedule because of the hiring delays for the new Capital Division staff.

Mr. Arthur Chang asked about the process of community involvement in capital planning. Mr. Hoy responded by saying that the Department administers an extensive mailing list to community members anticipating responses from about 600 citizens. Mr. Hoy noted that the community input and consensus are valuable prior to approval of projects by the Recreation and Park Commission.

Mr. Hoy mentioned that next fiscal year it would be easier for the Park, Recreation and Open Space Advisory Committee to be involved in capital planning because three-year expenditure estimates are being prepared now as part of long-term capital planning. Mr. Hoy expressed his willingness to meet with the Committee's district representatives in the near future and seek their help in balancing the district budget. Ms. Wade added that early engagement into the capital planning process should be on the Committee's agenda next fiscal year.

As for planning timeframe, Mr. Hoy noted that the capital planning process for individual projects takes about six months, while the design process takes from six to nine months and up to a year for a big project.

Committee Chair Isabel Wade invited questions from the Committee and audience.Â With no questions and comments followed, Ms. Wade suggested that the Committee discuss next agenda item.

REVIEW AND COMMENT ON THE RECREATION AND PARK DEPARTMENT'S BUDGET PROCESS FOR FISCAL YEAR 2002-03: Discuss required public hearing and overview of budget options and presentation data; Discuss components of a District Budget (Isabel Wade) - Discussion only.

Committee Chair Isabel Wade proposed to move this agenda item because there were

many community representatives willing to speak on the subject of the Natural Areas Program.

Mary King-Gorwky, Recreation and Park Department staff, distributed handouts with the budget process information to be delivered at three public budget hearings and the budget summaries by district to be discussed at next Committee meeting.

PRESENTATION ON THE NATIVE PLANT SOCIETY, NATURAL AREAS PROGRAM (and associated groups assisting this program), Natural Areas Management Plan and Status on the Natural Areas Management Plan Task Force and possible appointments to provide public assistance in developing the Natural Areas Management Plan (**Lisa Wayne**) - Discussion only.

Ms. Lisa Wayne, Director of the Natural Areas Program, opened her presentation by handing out a data sheet with the Program's overview and a copy of the Staff Report on the Significant Natural Resource Areas Management Plan adopted by the San Francisco Recreation and Park Commission in January 1995. The presentation featured a slide show and Ms. Wayne's commentary followed by the Committee and public comment.Â Â

Ms. Wayne began with the mission statement introducing the Natural Areas Program as a community-based restoration program designed to restore and manage Significant Natural Resource Areas and to promote community, stewardship and environmental awareness of natural areas. The Natural Areas constitute over 30 parks and over 1,000 acres; they contain remnants of San Francisco's original landscape and natural heritage; they contain native plants and animals, including rare and endangered ones; they are threatened by invasive weeds and erosion, among other causes (over 50% have intensive weed problems); and they provide educational and recreational resources to the public, such as trails or wildlife viewing.

Ms. Wayne informed the Committee that the Staff Report on the Significant Natural Resource Areas Management Plan adopted by the Recreation and Park Commission had identified initial parks and native species for the Natural Areas Program back in January 1995. Since that time there have been additional land acquisitions, and the Department has worked cooperatively with other government agencies that manage similar types of natural areas.

Ms. Wayne showed examples of natural and non-natural areas; bird species and native plants that survived in the city natural areas; what kind of work the Program volunteers and staff do; and how the public and children can use natural areas as educational resources for viewing wildlife and learning about soil and biology. The Program's daily activities involve controlling invasive species, which is a large share of work, solving erosion problems, propagating, planting, monitoring, mapping, surveying, educating, or picking up trash. Ms. Wayne talked about nine staff positions and the important role of volunteer work parties organized and led by the staff (11,000 person hours in volunteer work this year).

Regarding the draft of the Natural Areas Management Plan, Ms. Wayne informed the Committee that the consultants have completed about 80% of the baseline information and surveys. (The foundation for this draft Plan was the January 1995 Staff Report on the Significant Natural Resource Areas Management Plan outlining major goals and objectives for such public areas as wildlife, soils, technical education, etc.). The Program staff and consultants are currently developing site-specific issues and recommendations. Ms. Wayne outlined major sources of such site-

specific considerations, which include but are not limited to:

Inventories, GIS maps, plant and animal surveys have been performed and preliminary issues and recommendations are being developed;

Public meetings regarding the management plan were held in June 1997 and February 1999;

A Scientific Advisory Board will be appointed to work with the Department to inventory and map natural areas;

Green Ribbon Panel will be appointed to work with the Department to review and validate survey and inventory information, assist in refining and reviewing issues and recommendations, and develop a public workshop series. The Panel will be a working partner throughout the process and composed of technical experts representing broad resource perspectives and organizations such as California Academy of Sciences, Audubon Society, Neighborhood Park Council, US Fish and Wildlife Service, City Planning, local Friends of groups, San Francisco State University, among others; and

Workshops will provide opportunity for public comment on issues and recommendations.Â Â Â Â

Ms. Wayne envisioned Spring 2002 to be the timeframe for establishing the Green Ribbon Panel and Fall 2002 to be the timeframe for conducting Public Workshops.

Ms. Wayne spoke briefly about the Natural Areas Program budget in the past five years. About 45% of the Program's revenue comes from grants and 55% of revenue comes from the Open Space Fund. The staff is funded exclusively by the Open Space Fund. Out of $1.5 million raised grant money over the past five years, about 60% was spent on field crews collaborating with such partners as San Francisco Conservation Corps, SLUG, and other youth development organizations that do a lot of integrated pest management and weed control.

Ms. Wayne introduced Ms. Ruth Gravanis with the California Native Plant Society who talked about her organization's involvement with the Natural Areas Program and spoke in favor of both preservation and ecological restoration of San Francisco's natural areas. Ms. Ruth Gravanis emphasized the value of protecting "little remnants of our natural heritage that are still here so we know for scientific and other purposes what our heritage was."

Mr. Jake Sigg with the California Native Plant Society, a former city gardener and a volunteer and advocate for the Natural Areas Program, invited the Committee and the public to participate in field trips, a museum exhibit and wildflowers walks, educating the public about California's native landscape and habitat. Mr. Sigg passed along the posters and books depicting native plants and wildflowers.

Mr. Robert McDonald, a Capital Division staff, and Ms. Wayne explained to the Committee the relationship between the Natural Areas Management Plan and CEQA/EIR compliance facilitated through the City Planning Department.

Mr. Steve Cockrell spoke on behalf of CITYDOGS advocate group advising the Recreation and Park Department "to halt the Natural Areas Program until it has been subjected to public review, especially by the primary users of San Francisco's undeveloped parklands - dog owners - and by the Board of Supervisors." Mr. Cockrell

quoted from public documents that had been prepared by various city consultants and had supported the need for Community or Citizen Task Force and community involvement with the Natural Areas Management Plan. Mr. Cockrell warned the Recreation and Park Department against violation of the requirements of the Natural Areas Management Plan and exclusion of stakeholders from planning for the Natural Areas Program.

Ms. Carolyn Blair with the San Francisco Tree Council spoke against the Natural Areas Program's removal of mature trees. Ms. Blair pointed out that the Program does not have any public accountability process in place allowing for public monitoring of the Program's activities, even though the Natural Areas Management Plan provides a stipulation for a Citizen Task Force. Ms. Blair was of the opinion that the goals and objectives of the Natural Areas Program do not represent a majority voice of San Franciscans.Â

Ms. Karin Hu vouched for opening the planning process for natural areas to scientists, recreation users, and the community. Ms. Hu encouraged the Committee to think in terms of "urban ecology", a science of relationships, and beware of "environmentalism," a political belief system and advocacy. Ms. Hu was concerned that the City (through the Native Areas Programs) might underestimate the role of active recreation, inclusive of all age groups.

Mr. Bill Carlin, a member of the California Native Plant Society and the Sierra Club, spoke in favor of "effective civilian oversight" of the Natural Areas Program to ensure that the parks and open spaces of San Francisco remain open and usable by the people. Mr. Carlin expressed his concern over the Program'sÂ "expansion" that might lead to restricted use of park and open space resources. While being supportive of natural habitat preservation and restoration, Mr. Carlin pointed out that "the program to preserve significant habitat might have been flawed in some of its vision and implementation."Â Â

Ms. Nancy Stafford asked Ms. Wayne about the Program's accomplishments and whether it was practical to spend public money on the Program. Ms. Wayne responded by saying that the Program had small victories over some invasive species but the major accomplishment is in being able to maintain these areas in the future without much effort that it takes now because of the long-term deferred maintenance and lost habitat.Â Â

Ms. Joan Mettler was concerned over the lack of public voice from park and recreation users to be considered by the Native Areas Program.

Mr. Morley Singer, a Tank Hill neighbor, opposed to the Natural Areas Program because of its action to remove mature eucalyptus trees on Tank Hill. The tree removal notice caused the community outrage, signature collection, and objections at the public meeting with the Program Director. Mr. Singer questioned the notion of scientific evidence in justifying tree removal and criticized the Program Director for the lack of attention to neighborhood objections.

Mr. Paul Castleman, a Tank Hill neighbor, proposed to "close the program down until it opens up" for open public process. Mr. Castleman found the Natural Areas Program good in concept but flawed in process the way it ignores the community voice.Â Mr. Castleman cautioned the Committee against ideological extremes not being offset by checks and balances.Â

Ms. Denise Scrivner, a Tank Hill neighbor, opposed to the Natural Areas Program's tree removal activities and advised the Committee to consider public comments. Ms. Scrivner questioned the Program's closed to the public process and whether the

Program applies correctly scientific criteria for tree removal.

Ms. Christy Cameron expressed her concern over expansion of the Natural Area's Program, restriction of recreational uses, and the lack of public disclosure; she emphasized the value of land for recreation in the high-density city.Â

Ms. Jane Shepard noted that there should be a balance in overseeing the Natural Areas Program.

Mr. Greg Gaar called himself a steward of Tank Hill, having maintained the plants in the area since 1977, and spoke in favor of the Natural Areas Program emphasizing the unique natural qualities of the remnant places like Tank Hill and their historical and educational value. Mr. Gaar noted that Tank Hill would not have the same natural diversity without the city's routine maintenance and would be choked by ivy and eucalyptus.

Ms. Suzanne Valento questioned the validity of scientific knowledge guiding the activities of the Natural Areas Program and emphasized that all ecosystems evolve naturally regardless of human impact and that there are no unambiguous scientific criteria for defining naturalness.

Ms. Sheila Simay, a Marina neighbor, spoke against the facility renovation plans at the Marina Harbor, which might threaten the integrity of the green public space therein.

The Committee discussed the issues raised by the public but was unable to take action because there was no quorum. Mary McAllister spoke in favor of having a "balanced" representation of different voices on the Green Ribbon Panel and volunteered to draft a letter to the Recreation and Park Department for review, comment and possible action at next meeting on March 12, 2002.Â

OTHER BUSINESS: Not discussed.

PUBLIC COMMENT

Mr. Donald Bird with the Friends of Dolores Park encouraged the Committee to bring pressure on the Department to publish and implement the dog policy as soon as possible. Mr. Bird informed the Committee that Friends of Dolores Park would not be able to disburse the one-million-dollar grant and make improvements to the three-year-old playground until Dolores Park Dog achieved an agreement with community child and park advocates with regard to off-leash designated areas. According to Mr. Bird, such negotiation is wasteful because "the million dollars buys less and less every day."

COMMITTEE MEMBER ANNOUNCEMENTS

ADJOURNMENT

Upon suggestion of Committee Chair Isabel Wade, the meeting was adjourned at 9:50 PM.

Â These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday, March 12, 2002* - 6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. Welcome Nancy Barber (**Svetlana Karasyova**) – Discussion only.
   Welcome Nancy Wuerfel (**Svetlana Karasyova**) – Discussion only.

3. Ratification of the Minutes for the January 7, 2002 meeting (**Bob McDonald**) – Discussion and Possible Action.

   Review of the Minutes for the February 5, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

4. CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) – Discussion Only.

5. REVIEW and COMMENT on the Recreation and Park Department's Capital Plan; Possible recommendation to the Recreation and Park Commission with regard to the scope of projects in districts, their time sequence, and allocation of capital funds for Fiscal Year 2002-03 (**Isabel Wade**) – Discussion and Possible Action.

   a) Capital Plan Implementation Committee: Progress report – (**Arthur Chang**)

6. REVIEW and COMMENT on the Recreation and Park Department's Budget:
   a) Open Space Fund for Fiscal Years 2000-01, 2001-02 and 2002-03 (**Isabel Wade and Svetlana Karasyova**) – Discussion and Possible Action.
      (1) Discussion of procedure for getting properties included on the land acquisition list (**Bob McDonald**) – Discussion and Possible Action.

   b) Proposed Departmental cutbacks in recreation and gardening services in the event of a 10% in Fiscal Year 2002-03 budget (**Isabel Wade**) – Discussion and Possible Action.

7. REVIEW and COMMENT on the Proposed Golf Fund (Legislation of Supervisor Tony Hall, approved by Recreation and Park Commission) (**Isabel Wade, Dan McKenna,** and **Jaci Fong**) – Discussion and Possible Action.

8. REVIEW and COMMENT on the Committee's DRAFT letter to the Recreation and Park Department regarding the Natural Areas Management Plan Task Force ("Green Ribbon Panel"), discussion of the public process regarding the Natural Areas Management Plan, and discussion of possible PROSAC tour of Natural Areas (**Arthur Chang**) – Discussion and Possible Action.

9. OTHER BUSINESS:

   a) Capital Division Open House, 30 Van Ness (**Bob McDonald**) – Discussion Only.
   b) Community Planning Workshops for Eastern Neighborhoods (**Bob McDonald**) – Discussion Only.

10. PUBLIC COMMENT on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

11. COMMITTEE MEMBER ANNOUNCEMENTS

12. ADJOURNMENT

NOTE: **Public Comment on any agenda item will be limited to no more than three (3) minutes per project or subject. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.**

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DISABILITY ACCESS

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SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday, March 12, 2002* - 6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

Members Present: Nancy Barber, Mark Buell, Michael Casazza, Laura Cavaluzzo, Arthur Chang, Jeanne Darrah, Jill Fox, Patrick Hannan, Mary Harris, Linda Hunter, Jonee Levy, Franco Mancini, Mary McAllister, Nino Parker, Gregory Rocca, Joan Roughgarden, Matt Tuchow, Isabel Wade, Marybeth Wallace, and Nancy Wuerfel.

Members Absent: Robert Marosi, Michael Shaw, and Rebecca Silverberg.

Staff Present: Becky Ballinger, Jaci Fong, Angela Gengler, Dan McKenna, Svetlana Karasyova, Robert McDonald, Lisa Wayne, and Lydia Zaverukha.

2. Welcome Nancy Barber (**Svetlana Karasyova**) – Discussion only.
Welcome Nancy Wuerfel (**Svetlana Karasyova**) – Discussion only.

3. Ratification of the Minutes for the January 7, 2002 meeting (**Bob McDonald**) – Discussion and Possible Action.

Committee Vote: Motion made by Patrick Hannan and seconded by Michael Casazza to approve the minutes, unanimously approved by the Committee.

Review of the Minutes for the February 5, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

Committee Vote: Motion made by Laura Cavaluzzo and seconded by Linda Hunter to approve the minutes, unanimously approved by the Committee.

4. CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) – Discussion Only.

Chair Isabel Wade attended the Recreation and Park Commission's meeting and met with Mr. John Murray, President of the Commission. Ms. Wade heard the budget hearings to the Commission where she presented a summary of the public comment. The Chair and Vice Chairs also attended the meeting of the Capital Implementation Committee (CIC) as well as three meetings with Svetlana Karasyova, PROSAC liaison to the Department and Capital Improvement Division staff, regarding the work plan, informational resources, and budget expenditures reporting.

Vice Chair Marybeth Wallace reported that, at the CIC meeting, PROSAC representatives and Mr. Gary Hoy, Director of the Capital Improvement Division, discussed the public process for the Capital Program.

5. REVIEW and COMMENT on the Recreation and Park Department's Capital Plan; Possible recommendation to the Recreation and Park Commission with regard to the scope of projects in districts, their time sequence, and allocation of capital funds for Fiscal Year 2002-03 (**Isabel Wade**) – Discussion and Possible Action.

Chair Wade discussed the capital program report included into the Recreation and Park Department Proposed 2002-03 Budget and the following items in particular: sources of capital funds, contingency and acquisition funds, capital improvement allocations and requests, and bond sales. Ms. Wade indicated that the 2000 Neighborhood Recreation and Park Facilities Bond Sales breakdown report was the only missing item in the budget report. The Department staff responded by saying that the FY 2002-03 Capital Budget includes authority to sell approximately $10.5 million in Neighborhood Park Bonds. The Department estimates that the sale will go forward in the spring of 2003, at which time the breakdown report by facility/site will be provided.

Ms. Wade brought to the Committee's attention the issue of modification of the capital plan in districts, including the modification of the budget and the order of the projects. Ms. Wade questioned the public process for monitoring the progress of capital projects, project delays, or changes in projects.

Angela Gengler, Capital Improvement Division staff, has been working with finance staff as well as staff in the controller's office to extract financial data from the city's financial system into a readable format for the committee. The Department is drafting a report on the first 3 years of the capital plan, which will detail allocations and expenditures for capital projects by site and district. Ms. Gengler responded to the Committee's questions regarding bond sales and carry-over funds.

Committee Vote: Discussion item only.

6. REVIEW and COMMENT on the Recreation and Park Department's Budget:
   a) Open Space Fund for Fiscal Years 2000-01, 2001-02 and 2002-03 (**Isabel Wade and Svetlana Karasyova**) – Discussion and Possible Action.

Ms. Svetlana Karasyova gave an overview of two financial reports on operations expenditures within the Recreation and Park Department. The two reports were the Monthly Financial Report for the period ending January 31, 2002, which is a monthly report to the Recreation and Parks Commission by the finance staff, and the Supplement to the Monthly Financial Report (the detailed summaries of expenditures) for the period ending January 31, 2002. The Supplement report was specifically prepared for PROSAC. Ms. Karasyova recommended that PROSAC adopt the Monthly Financial Report to the Commission for regular monitoring of operations expenditures in the Department, and that PROSAC consider limited line items for detailed reporting at the end of the fiscal year.

(1) Discussion of procedure for getting properties included on the land acquisition list (**Bob McDonald**) – Discussion and Possible Action.

Chair Wade recognized Mr. Bob McDonald, Capital Improvement Division staff and manager of land acquisitions. Ms. Wade noted that PROSAC had questioned at the previous meeting the public procedure for including properties on the list of potential acquisitions.

Mr. McDonald explained to the Committee that the process of including suggestions for property acquisitions is fairly open. Rather, the challenge is in trying to prioritize choices, given the five-percent acquisitions fund of about $10 million dollars. Chair Wade reminded the Committee that the $10 million for open space acquisitions was a floor, not a ceiling, of possible expenditures for open space. Mr. McDonald pointed out that the process of prioritizing needs PROSAC's proactive involvement, and that the ability of being proactive is the prerogative of the new open space advisory committee.

Mr. McDonald encouraged PROSAC members to participate in community open space planning workshops facilitated by the City Planning Department, which is substantially involved in planning for Eastern Neighborhoods, and by the Redevelopment Agency. Such participation could help PROSAC coordinate their district needs for open space with the citywide planning efforts to provide for open space.

Mr. McDonald informed the Committee that the City Planning Department is in the process of amending the Recreation and Open Space Element in the City General Plan, and that the amendment might affect the Department's land acquisition strategies. A representative from the Planning Department could probably update the Committee on the status of the amendment process.

Committee Vote: Discussion item only.

b) Proposed Departmental cutbacks in recreation and gardening services in the event of a 10% in Fiscal Year 2002-03 budget (**Isabel Wade)** – Discussion and Possible Action.

Chair Wade brought to the Committee's attention the Departmental proposal to cut back gardening services and close recreational centers one day a week in the event of a 10% cut in Fiscal Year 2002-03.

Mr. Dan McKenna, Superintendent of the Southern Division, noted that the proposal was an additional $1.6 million dollars over the current $2.6 million assumption of cost-of-living increases (COLA). The $1.6 million represents the additional cuts that might take place during the budget process (the total of $4.2 million of potential cuts or 10% of the $42 million of General Fund support).

Ms. Mary Harris commented that the budget cuts proposal was available neither to PROSAC nor the general public for review to make sure, for example, that cuts are not made at the expense of the Children's Fund. Ms. Harris would have expected to see at least three scenarios of budget cuts for the public review. In response to this comment, the Committee discussed a possible public process for such proposals.
[Finance staff comment: The $1.6 million proposal is a preliminary statement in anticipation of potential cuts, which might or might not take place, depending on Mayor's decision. When Mayor indeed requests that the Department cut this amount, the Department will prepare a detailed proposal, which will be subject to public process. The statement can be found in the Proposed 2002-03 Budget document under Section 5.]

Mr. Greg Gaar talked about public properties with deferred maintenance as possible candidates for natural areas - the scenario where property transfer rather than purchase would be required. Another idea is closing some streets for open public space.

Ms. Adena Rosmarin presented a proposal by the Friends of Rolph-Nicol Park to expand and enhance Rolph-Nicol Park. The original letter was sent to General Manager Elizabeth Goldstein, and the copy was included into the PROSAC packet for the meeting.

Ms. Jill Fox presented a letter to General Manager Elizabeth Goldstein by the Friends of India Basin regarding additional parcel acquisitions for India Basin Shoreline Park. The copy of the letter was included into the PROSAC packet for the meeting.

Committee Vote: Discussion item only.

7. REVIEW and COMMENT on the Proposed Golf Fund (Legislation of Supervisor Tony Hall, approved by Recreation and Park Commission) (**Isabel Wade, Dan McKenna,** and **Jaci Fong**) – Discussion and Possible Action.

Chair Isabel Wade gave an overview of how the Proposed Golf Fund would affect the Open Space Fund financially in the next twenty-five years.

Ms. Jaci Fong, Director of Property Management, presented the proposal's background, Golf Fund's proposed uses, and the guiding principles behind the Harding Park and Fleming course renovation efforts. The briefing materials were distributed at the meeting. Ms. Fong and Superintendent McKenna responded to the Committee's comments and questions.

The Committee's discussion included but was not limited to the discussion of the following issues:

- whether the proposal was equitable in the way it would borrow funds from the Open Space Fund;
- whether other than golf programs would suffer financial deficit because of the proposed money borrowing plan;
- whether the proposal was subsidizing the golf community and therefore was unfair to all other recreation users;
- whether there was an intention to pay back to the Open Space Fund;
- whether there were adequate public oversight processes over return payments to the Open Space Fund during the twenty-five-year period;
- whether the Golf Fund proposed uses could be prioritized differently and consider improvements to the park and recreation areas contiguous to Harding Park a greater priority;
- whether the Harding Golf Course was used to capacity at the time;
- whether Proposition 12 funds and the Roberti-Z'berg-Harris' program in particular were appropriately applied to the golf course proposal.

Ms. Joan Roughgarden noted that the proposal was subsidizing a small group of recreation users, while the money could benefit a larger community. Ms. Roughgarden was not convinced that the financial proposal was equitable and made a motion that the proposal would require further study and consideration.

Mr. Nino Parker stressed the point that the golf program does not serve the larger community, and therefore it would be inequitable to use the Open Space Fund to meet the needs of the golf community exclusively. Superintendent McKenna responded by saying that the golf program envisions value-building programs for children and youth in a unique environment where gender does not matter.

Ms. Nancy Wuerfel commented on the list of Golf Fund proposed uses presented in the briefing handout, among which were 1) operations and maintenance of the courses; 2) an annual set aside into a Capital Improvement Fund of $250,000; 3) payments to the Open Space Fund; 4) Improvements renovations and capital expenditures at any of the Golf Courses; 5) Repayment of principal and interest for debt incurred for improvements at any of

the Golf Courses; and 6) Capital Improvements to the park and recreation areas contiguous to Harding Park. Ms. Wuerfel suggested that the proposed use #6 - Capital Improvements to the park and recreation areas contiguous to Harding Park - be moved upward on the list of priorities.

There were several comments focused on the revenue building side of the proposal and possibly turning Harding into a golfing landmark of San Francisco.

Vice Chair Arthur Chang amended the motion by Ms. Roughgarden and suggested notifying the decision-makers, including the Recreation and Park Commission and the Board of Supervisors, about PROSAC objections, among which would be an accelerated repayment of the borrowed funds and an oversight of that repayment.

Committee Vote: The Committee recommends that the proposal require further study and consideration taking into account the objections at the meeting. The vote motioned by Joan Roughgarden and seconded by Nancy Wuerfel. Out of 20 members present, 10 voted for, eight against, and two abstained.
Voted for: Nancy Barber, Laura Cavaluzzo, Arthur Chang, Jonee Levy, Franco Mancini, Mary McAllister, Nino Parker, Joan Roughgarden, Matthew Tuchow, and Nancy Wuerfel.
Voted against: Mark Buell, Michael Casazza, Jeanne Darrah, Jill Fox, Patrick Hannan, Linda Hunter, Gregory Rocca, and Marybeth Wallace.
Abstained: Mary Harris and Isabel Wade.

Committee Vote: To prepare a letter to the Park, Recreation and Planning Commission and the Board of Supervisors. The letter is to be drafted by the Chair and Vice Chairs and circulated among PROSAC members for final approval. The vote motioned by Arthur Chang and seconded by Franco Maccini. Out of 20 members present, 12 voted for, six against, and two abstained.
Voted for: Nancy Barber, Laura Cavaluzzo, Arthur Chang, Jill Fox, Mary Harris, Jonee Levy, Franco Mancini, Mary McAllister, Nino Parker, Joan Roughgarden, Matthew Tuchow, and Nancy Wuerfel.
Voted against: Mark Buell, Michael Casazza, Jeanne Darrah, Patrick Hannan, Gregory Rocca, and Marybeth Wallace.
Abstained: Linda Hunter and Isabel Wade.

8. REVIEW and COMMENT on the Committee's DRAFT letter to the Recreation and Park Department regarding the Natural Areas Management Plan Task Force ("Green Ribbon Panel"), discussion of the public process regarding the Natural Areas Management Plan, and discussion of possible PROSAC tour of Natural Areas (**Arthur Chang**) – Discussion and Possible Action.

Chair Wade introduced the agenda item and emphasized specifically that the focus of the discussion would be on the *process* for engaging the public in planning for natural areas. Given the progress the Department had made since the last meeting on developing a public

process, the Chair and Vice Chairs believed that sending a letter to the Department on the topic was moot.

Ms. Lisa Wayne, Director of the Natural Areas Program, gave an update on the establishment of the Citizens Task Force or Green Ribbon Panel. The Green Ribbon Panel would be charged with three primary functions: 1) to verify the inventory survey information; 2) to help the Department come up with the site-specific recommendations; and 3) to help the Department facilitate a larger general public workshop. The first tier is for the Green Ribbon Panel to be involved in site-specific planning for natural areas. The second tier is for the Draft Natural Areas Management Plan to enter the larger public forum. Then the Plan is to be presented to the Recreation and Park Commission for adoption and then to the Planning Department for CEQA compliance.

Ms. Wayne informed PROSAC that the Natural Areas staff made a presentation to the Recreation, Parks and Planning Committee on March 6, 2002 where they presented a preliminary list of organizations that are currently being considered potential Green Ribbon Force representatives:

Golden Gate Audubon Society, SPUR's Environmental Sustainability Group, Neighborhood Parks Council, California Native Plant Society, Sierra Club, Northern California Chapter, San Francisco League of Urban Gardeners (SLUG), San Francisco Conservation Corps, Backyard Natives, Friends of Recreation and Parks, SFDOG, Three Friends Groups working in Natural Areas, Friends of the Urban Forest, SF Beautiful, California Academy of Sciences, City College of San Francisco, Commission on Environment, Department of City Planning, US Fish and Wildlife Service, California Department of Fish and Game, and Golden Gate National Recreation Area.

According to Ms. Wayne, the Recreation, Parks and Planning Committee reviewed the list and recommended that the following organizations and groups be added: Green Friends, The County of San Mateo, representatives from neighborhood groups, San Francisco Tree Council, Equip, and San Francisco Tomorrow.

Ms. Jill Fox recommended that children and teen advocates be included, such as Coleman Advocates.

Ms. Mary McAllister and Vice Chair Arthur Chang were concerned over the balanced representation of different participants on the Green Ribbon Panel and recommended consider a number of participants that balances different interests.

Ms. Nancy Barber observed that there seemed to be a high level of public anger, which reflected some confusion and/or lack of public participation in the Natural Areas project. Ms. Barber questioned why the CEQA compliance comes in the end of the planning process because CEQA allows for public involvement. In particular, Ms. Barber suggested the following CEQA statute, which may be applicable to this process, CEQA 15021 (d): "CEQA recognizes that in determining whether and how a project should be approved, a public agency has an obligation to balance a variety of public objectives, including economic, environmental and

social factors and in particular the goal of provide a decent home and satisfying living environment for every Californian. An agency shall prepare a statement of overriding considerations as described in Section 15093 to reflect the ultimate balancing of competing public objectives when the agency decides to approve a project that will cause one or more significant effects on the environment."

Ms. Wade and Vice Chair Marybeth Wallace facilitated the discussion of PROSAC's draft letter, which was to protest the fact that no public process, as recommended by the Department itself, was followed. Ms. Wade noted that the Department began following the public process and encouraged the Committee to consider an appropriate action, taking into consideration the public comment.

Ms. Linda McKay questioned what happens to the work process while the Commission and the Department are deliberating the nature of the public process? Do we stop cutting trees? How do we go about notifying the public in neighborhoods?

Mr. Sid Kass suggested that the Citizens Task Force be smaller and professionally oriented, for example, having representatives with biology background.

Mr. Keith McAllister advocated that planning for natural areas should not be a scientific decision but rather engage neighbors and citizens.

Mr. Jake Sigg appealed to PROSAC to support the Natural Areas Program, after all the good work having been done, and noted that it is unfair to the larger constituency to diminish the importance of natural areas.

Mr. Peter Vaenet advocated for a professional Citizens Task Force comprised of preservationists and biologists because ordinary urbanites are removed from natural issues.

Ms. Jane Fedor complimented PROSAC for serving as a public forum.

Ms. Joan Mettler noted that there should be a place for experts as well as ordinary citizens to be heard.

Ms. Barbara Kockerols noted that many of us could appreciate the unique areas we have.

Ms. Sandra Craib supported the need to find out what the public process should be.

Ms. Pinky Kushner noted that decisions should not be guided by the blind tree-hugger emotion but rather by the expertise of the people who know about the city's unique features.

Mr. Steve Cockrell advocated for having two Citizens Task Forces, the Scientific Task Force and the Citizens Task Force, and greater public oversight.

Ms. Carolyn Blair suggested that the Department should not move ahead with deliberations until the Board of Supervisor investigates what has happened.

Mr. Peter Brastow mentioned that restoration is a means of recreation, and that experts are generally not the ones in the field restoring.

Mr. Bill Carlin advocated for greater public involvement in the planning process for natural areas.

Ms. Denise Scrivner regarded the public workshop practice in the past as a proforma deprived of genuine public input, advocated for both scientific and citizens task forces, and suggested that PROSAC consider a moratorium on all irreversible acts.

Mr. Greg Gaar advocated for a bigger Natural Areas Program to serve future generations and suggested that the Commission and the Department focus on outcomes rather than processes.

Mr. Ron Halbert advocated for greater public process and suggested gathering data on what the process was concerned about.

Mr. John Anderson would like to see the management of natural areas based on resource/ecology expertise.

Mr. George Durgelion emphasized the need for public process and the need to hear the opinion of volunteers engaged in restoration.

Mr. David Rubenstein emphasized the role of program/project evaluation.

Mr. Jim Houillion talked about the pleasure of restoration of natural areas and said that there should be no conflict between dog owners and natural areas.

Ms. Sheila Mahoney advocated for two panels, the citizens panel and the scientific panel and found it important to tell the citizens what the trade-offs are.

Ms. Carol Arnold supported the concept of a citizens task force, independent of the scientific citizens task force, and encouraged to open up the process.

Ms. Andrea O'Leary encouraged PROSAC not to send the letter and said that it is important to have members of task forces who are knowledgeable about restoration/preservation.

Mr. Randy Zebell spoke in favor of the public process, inventories, and public workshop and expressed his displeasure with the draft letter.

Ms. Andrea Patterson also spoke in favor of the public process.

Ms. Alicia Snow suggested taking pictures and demonstrating what good/damage is done and comparing the results to historical photographs.

Committee Vote: Discussion item only.

9. OTHER BUSINESS: Not Discussed.

10. PUBLIC COMMENT: None.

11. COMMITTEE MEMBER ANNOUNCEMENTS: None.

12. ADJOURNMENT

Committee Vote: Motion made by Patrick Hannan and seconded by Michael Casazza to adjourn the meeting at 11:26 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday, April 2, 2002* - 6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. Review of the Minutes for the March 12, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

3. CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) – Discussion Only:
   a) Status of the PROSAC Bylaws: Motion made on December 4, 2001 by Franco Mancini and seconded by Arthur Chang to incorporate the necessary changes and forward to the City Attorney, unanimously approved by the Committee.

4. REVIEW AND DISCUSSION OF ITEMS BEFORE THE RECREATION AND PARK COMMISSION (**Marybeth Wallace**) – Discussion and Possible Action.

5. DISTRIBUTION AND DISCUSSION OF STANDING REPORTS (**Arthur Chang**) – Discussion only:
   a) Monthly Capital Program Report (**Angela Gengler**);
   b) Monthly Financial (Operations) Report (**Svetlana Karasyova**);
   c) Requested staff memos and materials:
      (1) Information on deletions and additions of natural areas since the designations in the January 1995 Significant Natural Resource Areas Management Plan and on the scope of the natural areas management work in square feet.

6. REVIEW AND DISCUSSION OF COMMISSION DISCUSSION OF MARCH 21, 2002 REGARDING PROSAC's FUNCTIONS (**Isabel Wade**):
   a) Discussion of PROSAC's scope of work and interaction with Recreation and Park Commission and its standing Committees;
   b) Discussion and possible action on Draft Letter of reply.

7. DISCUSSION AND POSSIBLE ACTION REGARDING OPERATING PROCEDURES FOR PROSAC (**Isabel Wade**):
   a) Work group creation;
   b) Delegation of assignments to work groups;
   c) Discussion of possible creation of subcommittees.

8. OTHER BUSINESS:
   a) Change of meeting room – (**Svetlana Karasyova**);
   b) Correction of pronunciation of PROSAC to avoid demeaning those taking PROZAC (**Isabel Wade**).

9. PUBLIC COMMENT on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

10. COMMITTEE MEMBER ANNOUNCEMENTS

11. ADJOURNMENT

NOTE: **Public Comment on any agenda item will be limited to no more than three (3) minutes per project or subject. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.**

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PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday, April 2, 2002* - 6:30** p.m.
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

Members Present: Nancy Barber, Mark Buell, Michael Casazza, Arthur Chang, Jeanne Darrah, Jill Fox, Patrick Hannan, Linda Hunter, Jonee Levy, Mary McAllister, Nino Parker, Gregory Rocca, Joan Roughgarden, Isabel Wade, Marybeth Wallace, and Nancy Wuerfel.

Members Excused: Laura Cavaluzzo, Mary Harris, Franco Mancini, and Matthew Tuchow.

Members Absent: Robert Marosi, Michael Shaw, and Rebecca Silverberg.

Staff Present: Gary Hoy, Angela Gengler, and Svetlana Karasyova.

2. Review of the Minutes for the March 12, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

Review and approval continued to next meeting. The Committee proposed several amendments to the Golf Fund section. Ms. Joan Roughgarden emphasized that the first motion addressed equity rather than feasibility issues of the proposal, and that the concern was about the Golf Fund's subsidizing a small group of recreation users, while the money could benefit a larger community. Vice Chair Arthur Chang noted that he had proposed an amendment to Ms. Roughgarden's motion. Mr. Chang suggested notifying the decision-makers, including the Recreation and Park Commission and the Board of Supervisors, about PROSAC objections, among which would be an accelerated repayment of the borrowed funds and an oversight of that repayment. Ms. Jonee Levy added two issues discussed at the meeting, whether the Harding Golf Course was used to capacity at the

time, and whether Proposition 12 funds and the Roberti-Z'berg-Harris' program in particular were appropriately applied to the golf course proposal. Ms. Nancy Wuerfel mentioned the discussion of the Golf Fund proposed uses, and that the Committee suggested that Item #6 "Capital improvements to the park and recreation areas contiguous to Harding Park" be moved upward on the list of priorities. Ms. Nancy Barber e-mailed the CEQA statute that she had read at the meeting during the discussion of citizen involvement in the Natural Areas Program.

Committee Vote: Discussion item only.

3. CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) – Discussion Only:

Chair Isabel Wade met with Ms. Svetlana Karasyova, PROSAC liaison to the Department and Capital Improvement Division staff, to discuss the operating focus of PROSAC, and how PROSAC would stay on top of the issues that it began to address. Chair Wade attended the Department meeting with the stakeholders regarding the budget proposal to cut 10% of the Department budget in Fiscal Year 2002-03. It was confirmed at the stakeholders' meeting that the Department does have to take an additional $1.6 million budget cuts to meet the total of $4.2 million or 10% of the General Fund support. The stakeholders had been asked to prioritize options of potential cuts for the entire 10% proposal. The mutual agreement was that the revenue opportunities should be expanded. The stakeholders opposed to Monday closures of recreation centers but found it fairly reasonable to close pools one day a week to save funds. The proposed attrition of 12 positions was in parks and maintenance and included other than gardener positions. The Department suggested that PROSAC review the $4.2 million or 10% cuts proposal at May 7 meeting prior to the Recreation and Park Commission's review on May 16, 2002. The Committee asked Ms. Karasyova to distribute a copy of the draft proposal as soon as possible.

Vice Chair Arthur Chang reported on the status of the Golf Fund. The discussion of the Golf Fund at Tuesday, April 2, 2002 meeting resulted in two PROSAC resolutions, one of which was to draft a letter to the Recreation and Park Commission ("Commission") and the Board of Supervisors outlining PROSAC concerns on the issue. Mr. Chang reported that Supervisor Tony Hall had contacted PROSAC Chair Wade regarding the communication to the Commission and the Board of Supervisors. As a consequence, Chair Wade had a meeting with Supervisor Tony Hall and a meeting with Supervisors Tony Hall and Chris Daly, co-sponsors of the legislation, during the week of the PROSAC meeting. The reached compromise was to the effect that the Golf Fund would set up the terms of the payback to the Open Space Fund and specifically that, up to $900,999, the Open Space Fund would be replenished with 25% of capital revenues and over $1,000,000 would be replenished with 50%. The proposal also provided for a $250,000 annual set-aside for the Capital Improvement Fund for the golf courses.

Mr. Chang noted that the repayment projections had been developed by the consultant to the Department, Economics Research Associates (ERA). Mr. Chang pointed the Committee's attention to pages 13-14 "Financial Projections" of the ERA proposal and presented his understanding of how repayment would be accomplished. According to ERA projections, the amount of the total revenue would depend on the type of revenue alternatives shown on page 14 on a growing scale. Mr. Chang was concerned that the amount of net operating income appeared fairly consistent from alternative to alternative and equaled to about $1.2 million on average. Mr. Chang thought that repayment to the Open Space Fund would be derived from this $1.2 million, and that it would additionally have about $250,000 (at 25% rate) and $70,000 (at 50% rate) after the first million of net cash income. Mr. Chang was concerned that the substantial amount of revenue (he cited about $800,000) would go to the Golf Fund instead of the Open Space Fund over the next 25 years; he thought that the compromise did not raise the issue of why more money would not go to the Open Space Fund.

Chair Wade reiterated Mr. Chang's report by summarizing the following points. PROSAC had some main objectives, among which was using the Open Space Funding to $13 million dollars of borrowed state funding that otherwise would go to neighborhood parks capital projects. The initial concern was taking that money away. It appears that the money would not be repaid for a long time up to 25 years. The discussion was about the opportunity costs of getting funds paid back to the Open Space Fund.

The second concern was about potential delays in neighborhood park capital projects. Ms. Wade learned from the discussions at Tony Hall's Office and City Attorney's Office that the Department's intention had always been to float revenue bonds to immediately continue with neighborhood park projects. To that effect, Ms. Wade read the General Manager's letter assuring that capital projects would not experience delays because of the Harding golf course improvements, that Harding was a capital project itself, and that revenue bonds would be floated as needed to continue with the projects. Ms. Wade noted that there was an updated version of the General Manager's letter, accidentally left behind, which had a more explicit statement about the Department's commitment to float revenue bonds immediately. The Department's commitment was that none of the neighborhood park projects would be delayed as a result of the Harding golf course project. Ms. Wade became convinced in these discussions that not only would the Department have the guaranteed money but it would also get to use the extra $18 million plus interest. Ms Wade was assured that it was not in the community interest, once projects get funded in some ways, to pay back to the Open Space Fund faster because the bigger amount of money owned to the Open Space Fund, the more interest this owned money generates. The biggest deal cut was specifying the respectable interest rate. Another positive aspect Ms. Wade mentioned was generation of revenues through PGA Tours, the money that would go to the city and its southern neighborhoods. Ms. Wade also noted that for the first time there would be developed park maintenance standards for golf courses, which could be potentially applied to maintenance of neighborhood parks.

The third concern raised was that the waterfall effect was only for contiguous parks, such as the long-neglected McLaren Park and Lake Merced. Ms. Wade thought that these two

parks could take $1.5 million and more because of the degree of negligence they experienced.

This agenda item was the Chair's and Vice Chairs' reports only. However, Chair Wade allowed for Committee's comments, which included but were not limited to: the discussion of funds for improving contiguous parks, whether the funds limited to contiguous parks were to set bad precedence, autonomy of the Golf Fund, giving the Golf Fund a chance, or whether the legislation was a permanent tie.

Ms. Wade noted that the legislation was not locked forever and could be amended, did a need to amend distribution of revenues arise. Ms. Wade emphasized that the critical negotiation piece of the Golf Fund was accounting - the Golf Fund would have to be accounted in a very specific way annually, which was written into the legislation. Ms. Wade concluded her report by saying that the Golf Fund presents citywide opportunities, and that it would be good for PROSAC to think citywide while examining projects of such impact.

Ms. Wade made a clarification that, at the negotiations, Jane Chernoff, Frank Mancini and she represented Neighborhood Park Council only because they were not authorized to represent PROSAC. Ms. Wade encouraged the Committee to submit their objections to the amended legislation if necessary.

Vice Chair Arthur Chang reiterated PROSAC's amendment to the motion on March 12, 2002, calling for an accelerated repayment of the borrowed funds. Mr. Chang was concerned that this motion remained unattended, and that the Open Space Fund would possibly not be replenished in 90 years.

Ms. Joan Roughgarden questioned whether the legislation specified a business plan that would account for operations and profit distribution. Ms. Wade replied that the consultant specializing in golf courses prepared a full business plan predicting operations at a profit. The plan envisioned a six-tiered payback schedule from revenues. Mr. Chang noted in response to Ms. Roughgarden's question that the consultant prepared a golf feasibility plan and not a business plan.

Comments followed from Nancy Wuerfel, Gregory Rocca, Jill Fox, Arthur Chang, Angela Gengler, and Gary Hoy primarily regarding the funding plan for contiguous parks, citizens' oversight of repayment, financial accountability, and analogies to Harbor Fund.

Committee Vote: Discussion item only.

a) Status of the PROSAC Bylaws: Motion made on December 4, 2001 by Franco Mancini and seconded by Arthur Chang to incorporate the necessary changes and forward to the City Attorney, unanimously approved by the Committee.

Vice Chair Marybeth Wallace commented on the final draft of PROSAC bylaws voted upon at December 4, 2001 meeting. The final draft, now dated March 26, 2002 to avoid

confusion with the December 2001 version, was forwarded to the City Attorney's Office for review on March 28, 2002. The Committee noted the following editorial errors:

Article IV: Meetings/Section 12: Order of the meeting - was supposed to be out;
Article IV: Meetings/Section 2: Regular meeting place - could be amended because only 30 people are allowed into the McLaren Lodge Conference Room;
Article 1: Name and Membership/Section 2: Terms - the sentence "The Committee members shall serve four terms of two years, at the will of the appointing authority" should say "The Committee members shall serve terms of two years, at the will of the appointing authority."

Ms. Wallace volunteered to examine an opportunity for a parliamentary procedure workshop for PROSAC.

Committee Vote: Discussion item only.

4. REVIEW AND DISCUSSION OF ITEMS BEFORE THE RECREATION AND PARK COMMISSION (**Marybeth Wallace**) – Discussion and Possible Action.

Chair Wade commented on the new agenda format, which would include a regular item "Review and Discussion of Items before the Recreation and Park Commission." Preparation for this agenda item would include communication with the Commission's Secretary and review of the Commission's future agendas in order to follow critical issues that could potentially enter the PROSAC forum prior to the Commission's review. The agenda item was meant to be a communications tool for PROSAC, so that PROSAC would develop a proactive approach to hearing issues and advising the Commission on these issues in a timely manner.

Vice Chair Marybeth Wallace explained to the Committee the agenda preparation procedure for the Recreation and Park Commission: The Department staff proposes agenda items first, and then the standing Committees refer final items for the full Commission's agenda. By monitoring these different steps, PROSAC could keep track of what review issues are coming up.

Chair Wade encouraged the Committee to review agenda items critically and forward suggestions and informational requests either to her attention or to Ms. Karasyova's attention well in advance. A Committee member who proposed an agenda item would be responsible for preparing the background information, reporting, and facilitating the discussion of the proposed agenda item.

As for future agenda items, Ms. Karasyova reminded the Committee of two staff suggestions: first, to review the proposal for 10% of budget cuts for Fiscal Year 2002-03 at May 7, 2002 meeting; and second, to participate in revising the Capital Plan prior to the next fiscal year.

Committee Vote: Discussion item only.

5. DISTRIBUTION AND DISCUSSION OF STANDING REPORTS (**Arthur Chang**) – Discussion only:

a) Monthly Capital Program Report (**Gary Hoy** and **Angela Gengler**);

Mr. Gary Hoy, Capital Program Manager, presented two capital reports: the Capital Program/Projects Status Report and the Monthly Expenditure Report as of February 28, 2002. According to Mr. Hoy, the Monthly Expenditure Report was the report-in-progress covering 86 projects in 11 districts, including 17 projects undertaken prior to Propositions C and A. The Monthly Expenditure Report took into account the allocations/expenditures prior to Propositions C and A and showed them in the column "Prior Years to 7-1-00 Allocation" and "Prior Years to 7-1-00 Expenditure." The Capital Program finance staff was currently collaborating with the Controllers' Office to create a user-friendly accounting system for more efficient, more timely, and more accurate reporting. Mr. Hoy noted that, with the new database installed, the Capital Program staff would be able to prepare monthly reports for the Web site and quarterly reports to the Recreation and Park Commission and PROSAC on paper.

Mr. Hoy informed the Committee that the Capital Plan would require revision before the next fiscal year and encouraged PROSAC to participate in the revision process. The Plan would need to be reexamined with regard to priorities, budget, and expenditures to see, for example, if the cost of some projects was running above the budgeted funds. Ms. Angela Gengler encouraged the Committee to submit in writing further comments regarding the format of the report. In conclusion, Mr. Hoy made comments on the Brooks Park and the Palace of Fine Arts capital projects.

Committee Vote: Discussion item only.

b) Monthly Financial (Operations) Report (**Svetlana Karasyova**);
Handed out at the meeting. Not discussed.

c) Requested staff memos and materials:

(1) Information on deletions and additions of natural areas since the designations in the January 1995 Significant Natural Resource Areas Management Plan and on the scope of the natural areas management work in square feet.

Ms. Mary McAllister made a clarification that the square footage and percent listed in the table as "natural areas" were in fact "planted areas," constituting a small percent of the natural areas, and should not be mistaken for the total square footage of the natural areas. Ms. McAllister stressed the point that it was important for the Committee to understand that the presented memo did not include the information about all natural areas.

Ms. Nancy Wuerfel, Mr. Patrick Hannan and Ms. Jonee Levy challenged the memo's substance and requested more comprehensive information that would show the full scope of the Natural Areas Program, including the location of natural areas, square footage, buffer zones if such existed, and the like. Ms. Karasyova responded to the request by saying that the memo reflected the available information, and that more comprehensive information was currently being prepared as part of the Draft Management Plan. Ms. Karasyova also raised a discussion of how the Committee could elaborate on certain definitions and semantics so that the Committee would ask the right questions and obtain the desirable information. Ms. McAllister responded to Ms. Karasyova's statement by saying that a lot of definitions were in the hands of the consultant preparing the Draft Management Plan.

The Committee requested that Ms. Karasyova find out when the Draft Management Plan for Natural Areas would be available for PROSAC review.

Ms. Andrea O'Leary made a public comment in support of the Natural Areas Program, encouraging the Committee to visit natural areas, for she thought that the subject could not be handled as precise science.

The Committee requested that Ms. Karasyova examine a possibility of van tours of Natural Areas.

Committee Vote: Discussion item only.

6. REVIEW AND DISCUSSION OF COMMISSION DISCUSSION OF MARCH 21, 2002 REGARDING PROSAC's FUNCTIONS (**Isabel Wade**):

a) Discussion of PROSAC's scope of work and interaction with Recreation and Park Commission and its standing Committees;

Vice Chair Marybeth Wallace attended the Recreation and Park Commission's meeting. At the meeting, Commissioner Lynne Newhouse Segal began to question at length the role of PROSAC, the topics PROSAC covered, and its operational procedures. After the meeting, PROSAC entered a dialogue with the Commission to clarify mutual interests. Chair Wade reminded the Committee that PROSAC is mandated to advise the Commission on the Strategic, Operations and Capital Plans in a written form and to help with the development of the budget hearings every year. PROSAC could take on any other subject upon suggestion by the Board of Supervisors or the Commission.

Ms. Wade spoke in favor of a more coordinated effort between PROSAC, the Commission, and the Department. For example, the Department brought forward the need for revision of the Capital Plan, and Ms. Wade felt that it was the subject that PROSAC ought to review.

Ms. Linda Hunter drew a diagram portraying the relationship between the Commission, the Department, PROSAC, District Park Planning Committees, and the community at large. Chair Wade encouraged the Committee not only to attend District Park Planning meetings but also to take charge of the capital plan discussions as part of the meeting agenda.

The Committee discussed communication with the Commission. There was a mutual agreement to avoid the top-down approach in communication when the Commission reviews agenda items for PROSAC. However, there were comments to improve the ongoing communication. Mr. Gregory Rocca emphasized the importance of good communication and integration of issues in the working relationship with the Commission. Mr. Patrick Hannan thought that it would be helpful if the Commission could bring forward the issues to PROSAC's attention. Ms. Marybeth Wallace suggested that, perhaps, PROSAC makes a convenient public forum relative to the meeting time because the full Commission hears items at 2 PM, which is less convenient for public attendance than evening hours. Ms. Wade talked about the weight of the citizens advisory group in city politics as proved by the last meeting's motion regarding the Golf Fund legislation and the following outcomes. Ms. Jill Fox wanted to make sure that the Commission reviews PROSAC agendas, the same way as PROSAC reviews the Commission's agendas.

b) Discussion and possible action on Draft Letter of reply.

The subject was not discussed.

Committee Vote: Discussion item only.

7. DISCUSSION AND POSSIBLE ACTION REGARDING OPERATING PROCEDURES FOR PROSAC (**Isabel Wade**):

a) Work group creation;

Chair Wade proposed discussion of possible work groups, consisting of one or two members, pursuing specialty interests, taking charge of certain topics, and owning the information in order to make PROSAC work more effective.

b) Delegation of assignments to work groups;

Several PROSAC members considered taking on individual assignments stipulated as follows:

Ms. Jill Fox would work on communications between the public schools and Recreation and Park Department and consider not only latchkey issues but also facilities and coordination of services and programs (confirmed via e-mail). Ms. Jeanne Darrah proposed to work in the same area of focus (issues not specified).

Ms. Linda Hunter would explore how the capital plan intends to incorporate the greening of new buildings into current and future projects; to meet with the Department of the Environment and other organizations for ideas; to research the master plan of San Francisco to determine how sustainability issues are addressed; and to research how the recent legislation regarding solar power applies to Recreation and Park facilities (confirmed via e-mail).

Ms. Nancy Barber offered to apply her knowledge of CEQA to any analysis of environmental regulations to any PROSAC committee member who asked for assistance (confirmed via e-mail).

Ms. Jonee Levy volunteered to be a representative of PROSAC in the process of acquiring new properties under Prop C legislation (confirmed via e-mail).

Mr. Arthur Chang and Mr. Michael Casazza offered to consider open space issues.

Ms. Nancy Wuerfel would monitor state and federal grants when they require Open Space Fund match.

Ms. Mary McAllister would continue informing the Committee on the Natural Areas issues.

Mr. Gregory Rocca would be an advisor on the operating and capital budget and possibly on the Operations Plan.

c) Discussion of possible creation of subcommittees.

Discussion continued to next meeting.

Ms. Karasyova shared the senior staff concerns over the accuracy of information prepared and presented by PROSAC members. The senior staff was very supportive of PROSAC's intention to own, research and present issues but was concerned about the quality of presentations. The senior staff was also concerned about the chronological, substantive and contextual relevance of some requested information. Ms. Karasyova offered maximum cooperation in the communication process between PROSAC and the Department to make sure that PROSAC's requests are placed in context, and that PROSAC get accurate and timely data for preparing briefing materials.

8. OTHER BUSINESS:

a) Change of meeting room – (**Svetlana Karasyova**);

Ms. Karasyova informed the Committee that the McLaren Lodge Conference Room is suited for only 30 attendees to comply with the existing fire codes, and that the Committee ought to consider relocation in order to accommodate the general public coming to PROSAC hearings. Ms. Karasyova had examined 21 possible meetings rooms prior to the PROSAC meeting, among which only four were a feasible option, taking into consideration the following criteria: ADA access and parking, capacity, access to public transit, parking, safety, and no conflict in scheduling meetings long-term. Among specific suggestions, the Committee proposed an option of staying in the McLaren Lodge and having the Department make overflow arrangements during busy meetings.

b) Correction of pronunciation of PROSAC to avoid demeaning those taking PROZAC (**Isabel Wade**).

Chair Wade encouraged the Committee to practice pronouncing PROSAC as [prosak] in order to avoid comparing the Committee' s legal name to the unfavorable homophone [prozak].

9. PUBLIC COMMENT on items not listed on the agenda. Please limit comments to 3 minutes (see page 2): No public comment followed.

10. COMMITTEE MEMBER ANNOUNCEMENTS: None.

11. ADJOURNMENT

Committee Vote: Motion made by Michael Casazza and seconded by Jonee Levy to adjourn the meeting at 9: 30 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NEW LOCATION

NOTICE OF SPECIAL MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, May 7, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call

2. Review of the Minutes for the March 12, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

   Review of the Minutes for the April 2, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

3. CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) – Discussion Item:
   a) Status of the PROSAC Bylaws (**Marybeth Wallace**).

4. REVIEW AND DISCUSSION OF ITEMS BEFORE THE RECREATION AND PARK COMMISSION (**Marybeth Wallace**) – Discussion item.

5. DISTRIBUTION AND DISCUSSION OF STANDING REPORTS (**Arthur Chang**) – Discussion Items:
   a) Monthly Capital Program Report;
      (1) Capital Implementation Committee meeting.
   b) Monthly Financial (Operations) Report.

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE RECREATION AND PARK DEPARTMENT'S PROPOSAL OF TEN PERCENT BUDGET CUTS IN FISCAL YEAR 2002-03 (**Isabel Wade**).

7. DISCUSSION AND POSSIBLE ACTION REGARDING OPERATING PROCEDURES FOR PROSAC (**Isabel Wade**)
   a) Individual and work group reports:
      (1) Research reports.
   b) Change of regular meeting location.

8. OTHER BUSINESS: Possible presentation of the Planning Department staff at next meeting regarding amendment of the Recreation and Open Space Element of the General Plan (**Bob McDonald**) - Discussion item.

9. PUBLIC COMMENT on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

10. COMMITTEE MEMBER ANNOUNCEMENTS

11. ADJOURNMENT

NOTE: **Public Comment on any agenda item will be limited to no more than three (3) minutes per project or subject. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.**

***Copies of explanatory documents are available to the public at the Recreation and Park Commission's office, 501 Stanyan Street, San Francisco California between the hours of 9 a.m. and 5.pm., or when ever possible, on the Commission's webpage: parks.sfgov.org, or upon request to the Commission Secretary, at the above address or telephone number 831-2750, or via e-mail at (margaret.mcarthur@sfgov.org) within three business days of a meeting.**

DISABILITY ACCESS

The Golden Gate Park Senior Center is accessible by wheelchair. Parking is available in the front and rear parking lots. Please contact Muni's accessible service program for lines serving this area at (415) 923-6142. Oral and sign language interpreters are available by contacting Melanie Luque at (415) 581-2556. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call Melanie Luque at (415) 581-2556 at least two working days prior to a meeting to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals. The Recreation and Park Department TTY number is 415-242-5700.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Administrator, by mail to City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, by phone at (415) 554-7724, by fax at (415) 554-5163, or by e-mail at (donna.hall@sfgov.org).

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at
http://www.sfgov.org/bdsupvrs/sunshine/ordinance.htm

PROHIBITING USE OF CELL PHONES, PAGERS AND SIMILAR SOUNDING DEVICES

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited and at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, May 7, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call

Members Present: Nancy Barber, Michael Casazza, Laura Cavaluzzo, Arthur Chang, Jeanne Darrah, Jill Fox, Patrick Hannan, Linda Hunter, Jonee Levy, Franco Mancini, Mary McAllister, Nino Parker, Joan Roughgarden, Isabel Wade, Marybeth Wallace, and Nancy Wuerfel.

Members Excused: Mark Buell, Mary Harris, Gregory Rocca, and Matthew Tuchow.

Members Absent: Robert Marosi, Michael Shaw, and Rebecca Silverberg.

Staff Present: Elizabeth Goldstein, Svetlana Karasyova, Mary King-Gorwky, and Robert McDonald.

2. Review of the Minutes for the March 12, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

The Committee discussed the meeting minutes format. The Committee's opinion varied from taking action minutes, to recording every member's comment, to summarizing discussions to reflect main points. Ms. Jonee Levy emphasized the need to forward draft minutes for the Committee's review well in advance.

Committee Vote: Motion made by Mr. Patrick Hannan and seconded by Mr. Michael Casazza to approve the minutes, unanimously approved by the Committee.

Review of the Minutes for the April 2, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

Ms. Nancy Wuerfel corrected the statement regarding her work assignment. Ms. Wuerfel was interested in having PROSAC review grant applications for federal and state funding if they required Open Space funding match.

Committee Vote: Motion made by Mr. Franco Mancini and seconded by Mr. Patrick Hannan to approve the minutes (with the noted change above), unanimously approved by the Committee.

3. CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) – Discussion Item:

Chair Isabel Wade attended the Finance and Administration Committee meeting to hear a budget presentation and a meeting with Ms. Mary King-Gorwky, Finance Division, to review the Department's budget cuts proposal. Ms. Wade met with Mr. Gary Hoy, Capital Program Manager, to discuss the public outreach model. The latter discussion was continued at the Capital Division's staff meeting where Ms. Wade participated.

a) Status of the PROSAC Bylaws (**Marybeth Wallace**).

The Committee discussed Deputy City Attorney John Kennedy's written comments on the PROSAC Draft Bylaws. Mr. Kennedy referred several sections of the Bylaws to the San Francisco Park Code, City Charter, and Sunshine Ordinance. Ms. Nancy Wuerfel found it difficult to reference the sections of the Bylaws to three separate legal documents and proposed considering a new format. Mr. Franco Mancini suggested that full-text references be inserted as footnotes. Ms. Wallace proposed designating Vice Chair One and Vice Chair Two. The Committee unanimously agreed to approve the proposed Vice Chairs' chain of command.

Ms. Wallace reported on PROSAC van tours of four sites managed under the Natural Areas Program (NAP). The van tours took place on Saturday, April 27, 2002 (Sites: Bay View Hill Park, McLaren Park, and Brooks Park) and Saturday, May 4, 2002 (Sites: Corona Heights, Bay View Hill Park, and Brooks Park). The Committee noted the important value of experiencing the sites firsthand and entering a learning dialogue with the NAP staff. Topics studied included examples of native species versus invasive non-native species; endangered wildlife animals and their food sources; length and cycle of restoration; erosion control; forest management, including the removal of saplings in dense eucalyptus areas; the process for removing trees in accordance with the Tree Policy; vandalism and law enforcement; the Department's land management expertise; community participation in land management, such as at Brooks Park; application of pesticides; NAP's improving of park accessibility at Bay View Hill; the need for a community bulletin board or kiosk at McLaren Park; and NAP's site-specific planning, the Green Ribbon Panel, and the lack of community participation in planning.

General Manager Elizabeth Goldstein clarified that the Green Ribbon Panel would be running over the next 6 months. Additional comments were made by: Ms. Laura

Cavaluzzo regarding the dog runs at Corona Heights (the grassy flat area is not a dog run area), by Ms. Jonee Levy regarding the restoration cycle of 10 to 15 years, by Ms. Mary McAllister regarding the destruction of trees in eroded areas, and by Ms. Hunter approving of the Eucalyptus grove management at Bay View Hill and encouraging a continual dialogue with the NAP staff. Chair Wade expressed her general appreciation and thanked the Department staff for arranging the van tours.

Committee Vote: Discussion Only.

4. REVIEW AND DISCUSSION OF ITEMS BEFORE THE RECREATION AND PARK COMMISSION (**Marybeth Wallace**) – Discussion continued to Item #6.

5. DISTRIBUTION AND DISCUSSION OF STANDING REPORTS (**Arthur Chang**) – Discussion Items:
   a) Monthly Capital Program Report;
      (1) Capital Implementation Committee meeting.
   b) Monthly Financial (Operations) Report.

Chair Wade recognized Mr. Stephen Shotland with the San Francisco Planning Department who would brief the Committee on the subject of land acquisitions for open space, the Planning Department's planning efforts for rezoning in the Eastern Neighborhoods, and the status of the General Plan's Recreation and Open Space Element Update.

Mr. Franco Mancini was concerned over the lack of coordination among different jurisdictions with regard to planning for park and open space. Mr. Shotland shared Mr. Mancini's concern and was determined to explore how the Planning Department could work best with the Recreation and Park Department and PROSAC.

In response to the Planning Department's public outreach in the Eastern Neighborhoods, Ms. Joan Roughgarden objected to the public outreach process, finding it to be seriously flawed. Ms. Roughgarden and Mr. Mancini proposed that the Planning Department reexamine its outreach protocol and establish a formal mechanism of interaction with PROSAC that would be greater than a traditional three-minute public testimony.

Committee Vote: Motion made by Ms. Jonee Levy and seconded by Ms. Joan Roughgarden to establish a Land Acquisitions Subcommittee. Action continued to June 4, 2002 meeting.

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE RECREATION AND PARK DEPARTMENT'S PROPOSAL OF TEN PERCENT BUDGET CUTS IN FISCAL YEAR 2002-03 (**Isabel Wade**).

Ms. Elizabeth Goldstein, General Manager, and Ms. Mary King-Gorwky, Finance Division, presented the latest proposal for the Recreation and Park Department's Budget in Fiscal Year 2002-2003, including the proposal for additional budget cuts. Ms. Goldstein addressed specifically how increased revenues from the raised day-camp fees for the following summer and aquatics fees for single-adult swimmers, as well as the strong property tax, promising a surplus in the Open Space Fund, would help offset budget cuts in services. Ms. Goldstein praised the proposed strategy for allowing the Department to avoid the unfavorable service cuts. However, she warned the Committee that the strategy, banking on the improvement in the next fiscal year, would postpone the inevitable, did the General Fund not grow in the next fiscal year because of the stagnant economy.

Ms. Jill Fox proposed examining other avenues for revenue generation, including gathering new ideas, some of which she was willing to share.

Ms. King-Gorwky clarified the ending balance of $4.1 million for the Open Space Fund. The amount of $4.1 million was comprised of $2.4 million in the available fund balance in FY 2001-2002 and previous years due to the strong property taxes; $1.1 million of anticipated additional balance at close of FY 2001-2002; and $0.6 million of additional property tax certified for Fiscal Year 2002-2003 (in addition to the expected $1.6 million). The amount of $4.1 million did not include the Open Space five-percent acquisitions and three-percent contingency funds. This amount was critical to closing the budget, and Ms. King-Gorwky talked about its allocation: $2 million allocated toward the Capital Program bringing its balance from $8.4 million to $10.4 million; $0.9 million allocated toward Operating expenses; and $1.2 million remaining in the fund balance. Ms. Nancy Wuerfel asked for clarification on the $1.2 million remaining balance that would stay in the Open Space Fund as a cushion for the next fiscal year; the Recreation and Park Commission and the Board of Supervisors would authorize the use of this fund balance.

Mr. Franco Mancini questioned the allocation of the new $23.4 million Open Space Fund and which programs would benefit from the additional operating funds of $0.9 million. Ms. Laura Cavaluzzo questioned how the current proposal would sustain itself in the next fiscal year if the economy did not improve. Ms. Isabel Wade was concerned whether the current strategy, using the Open Space Fund balance, would set bad precedence in the future.

Ms. Goldstein noted that the institutional pressure in fiscal years to come would not be on preserving the current strategy of spending the Open Space Fund balance and moving the General Fund positions into the Open Space Fund. Rather, the institutional pressure would be on building the General Fund and other sources of revenue whenever possible.

Chair Wade questioned the distribution of operating expenses among 60 Open Space properties and the breakdown of Open Space positions and work assignments. Vice Chair Arthur Chang challenged the unclear demarcation between the Open Space and General Funds in each category for allocating Open Space expenditures, and whether it was a convenience to the Department to keep that fuzzy delineation. Ms. Goldstein made a distinction between full-time dedicated positions and programmatic positions like in Urban Forestry. Ms. King-Gorwky added that the Department's facilities-in-districts budget document was very interactive, and that the Department was developing a system of assigning portions of people's time to the properties they are working on. Mr. Patrick Hannan wanted to make sure that the Open Space positions are not removed from the General Fund permanently.

Ms. Cavaluzzo questioned whether there was any intention to repay the Open Space Fund, and whether there were any hidden costs in using the saved Open Space monies. Ms. Goldstein responded by saying that there was no mandate to repay the Open Space Fund, and that there would be some interest loss. Ms. Goldstein emphasized again that the Department would look to the General Fund for payments first and make sure that the sources of revenue would be preserved in the next fiscal year.

Ms. Joan Roughgarden complimented the Department staff on the excellent presentation, agreed with the priorities the Department set forth, and thought that was an excellent use of the funds.

Ms. Wuerfel was delighted to hear that the Department's priority was to spend the General Fund and preserve the Open Space Fund, and that the Department was not using the Open Space Fund needlessly when there were other funding sources.

The Committee finished the Budget discussion addressing the issues of attrition savings and work performance standards. Chair Wade found the attrition savings to be a nontransparent and unaccountable approach. The Committee discussed a possibility of researching national work performance standards as well as surveying the Department's ratio between the park maintenance positions and recreation/programming positions.

Committee Vote: Discussion Only.

7. DISCUSSION AND POSSIBLE ACTION REGARDING OPERATING PROCEDURES FOR PROSAC (**Isabel Wade**)

Chair Wade handed out a copy of the flowchart "PROSAC Operating Framework" to be discussed at next meeting. Ms. Wade encouraged the Committee to attend the meetings of the Capital Improvements Advisory Committee (CIAC) regarding the Department's Neighborhood Park Bond sale proposals. Ms. Svetlana Karasyova,

Capital Division staff, was to provide a schedule of CIAC meetings and the proposal information.

a) Individual and work group reports:
   (1) Research reports - Continued to next meeting.
b) Change of regular meeting location.

Committee Vote: Motion made by Patrick Hannan and seconded by Franco Mancini to conduct a regular PROSAC meeting in June 2002 at the Golden Gate Park Senior Center at 6101 Fulton Street, while alternatives are being sought for July 2002, unanimously approved by the Committee.

8. OTHER BUSINESS: Not Discussed.

9. PUBLIC COMMENT:

Ms. Pinky Kushner commented on the Committee's discussion of the Department's budget, attrition savings, and the balance between the park maintenance positions and the recreation/programming positions. Ms. Kushner suggested that PROSAC promote money saving issues and calculate into the equation the supportive roles of about 10,000 volunteers this year alone in the Parks and Open Space Program and community grant monies. Groups within the Department had been successful in applying for grants and pulling out endowment money. For example, Glen Park was awarded a $250,000 grant (now held up in the City Hall), which was specifically for erosion control. Ms. Kushner referred to Bay View Hill Park's erosion site that was found to be inevitable by the experts; she noted that the Glen Park community grant aimed at preventing similar landslides, and that the advocate community should be supportive of forwarding the money to Glen Park.

10. COMMITTEE MEMBER ANNOUNCEMENTS: None.

11. ADJOURNMENT

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Mr. Patrick Hannan to adjourn the meeting at 9:30 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF SPECIAL MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

PARLIAMENTARY PROCEDURES WORKSHOP

Full Committee
***Monday, May 13, 2002* - 7:00 p.m.**
McLaren Lodge - Commission Room
Fell and Stanyan Streets, Golden Gate Park

1. Roll Call

2. PRESENTATION and DISCUSSION of Parliamentary Law as it Affects the Cohesive Conduct of Public Meetings (**David Mezzera**, Registered Parliamentarian, Director of the Pacific Area Conference of Parliamentarians) - Discussion item only.

3. PUBLIC COMMENT on items not listed on the agenda. Please limit comments to 3 minutes (see page 2).

4. ADJOURNMENT

NOTE: Public Comment on any agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.

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DISABILITY ACCESS

The closest accessible MUNI stop for McLaren Lodge is at Stanyan and Haight (#71 Noriega). The Commission Room is accessible by wheelchair via the McLaren Lodge Annex. Large print agendas are available by calling the General Manager's Office at 415-831-2701. Sign language interpreters are available upon request by contacting Melanie Luque at 415-581-2556 at least two working days prior to a meeting. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call Melanie Luque at 415-581-2556 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals. The Recreation and Park Department TTY number is 415-242-5700.

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PROHIBITING USE OF CELL PHONES, PAGERS AND SIMILAR SOUNDING DEVICES

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited and at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

SAN FRANCISCO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, June 4, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call

2. Welcome Gloria Vasquez from District 9 to the Park, Recreation and Open Space Advisory Committee (**Isabel Wade**) - Discussion Item.

3. Review of the Minutes for the May 7, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

4. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATING THE CAPITAL PROGRAM PLAN IN FISCAL YEAR 2002-2003 (**Isabel Wade, Arthur Chang, and Gary Hoy**) - Discussion and Possible Action.
   a) CIAC meeting and request.
   b) Monthly Capital Program report.
      (1) Capital Implementation Committee meeting.
   c) Discussion and Possible Action regarding six district-based COMMUNITY WORKSHOPS in July-August 2002 to gather input into the Capital Program Plan for Fiscal Year 2003-2004 - Action Item.

5. DISCUSSION and POSSIBLE ACTION Regarding Operating Procedures for PROSAC (**Isabel Wade**):
   a) Distribution of the Notes of the May 13, 2002 special meeting *Parliamentary Procedures Workshop*.
   b) Establishment of the Land Acquisitions Subcommittee (motion made Ms. Jonee Levy and seconded by Ms. Joan Roughgarden at May 7, 2002 Meeting) - Action Item.
   c) Creation of additional Subcommittees.

6. DISCUSSION and POSSIBLE ACTION to approve the PROSAC Bylaws (**Marybeth Wallace**) - Action Item.

7. REPORTS - Discussion and Possible Action:
   a) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**).
   b) ITEMS BEFORE THE RECREATION AND PARK COMMISSION (**Marybeth Wallace**).
   c) STANDING REPORTS: Monthly Financial (Operations) report.
   d) MEMBER REPORTS: Individual research and fact finding reports.

8. PUBLIC COMMENT on items not listed on the agenda. Please limit comments to 3 minutes.

9. COMMITTEE MEMBER ANNOUNCEMENTS

10. ADJOURNMENT

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PLEASE E-MAIL (PROSAC@sfgov.org) TO JOIN THE E-MAIL DISTRIBUTION LIST.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, June 4, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call at 6:40 PM:

Members Present: Nancy Barber, Michael Casazza, Laura Cavaluzzo, Arthur Chang, Jeanne Darrah, Jill Fox, Patrick Hannan, Linda Hunter, Jonee Levy, Franco Mancini, Nino Parker, Gregory Rocca, Joan Roughgarden, Isabel Wade, Marybeth Wallace, Gloria Vasquez, and Nancy Wuerfel.

Members Excused: Mark Buell and Mary McAllister.

Members Absent: Rebecca Silverberg and Matthew Tuchow.

Members Resigned: Michael Shaw and Mary Harris.

Staff Present: Angela Gengler, Gary Hoy, Svetlana Karasyova, and Robert McDonald

2. Chair Isabel Wade welcomed Gloria Vasquez from District 9 to the Park, Recreation and Open Space Advisory Committee.

3. The Committee reviewed the Minutes for the May 7, 2002 meeting. Ms. Mary McAllister suggested correcting her comment on the Natural Areas Van Tours on page 3, "regarding understory clearing in eroded areas" and inserting "regarding the destruction of trees in eroded areas."

Committee Vote: Motion made by Ms. Linda Hunter and seconded by Ms. Laura Cavaluzzo to approve the minutes, with the noted change above, unanimously approved by the Committee.

4. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATING THE CAPITAL PROGRAM PLAN IN FISCAL YEAR 2002-2003 - Discussion and Possible Action:

(a) CIAC meeting and request:

Vice Chair Arthur Chang commented on the last meeting of the Capital Improvements Advisory Committee (CIAC) that he attended and found it very informative. Mr. Chang objected to the fact that the Department had not informed PROSAC well in advance about their request to CIAC for

additional Neighborhood Park Bond issue (4th Bond Sale), and that PROSAC had been unable to review and advise on the subject. Mr. Chang moved that the Recreation and Park Department submit to PROSAC all bond appropriation proposals prior to submitting them to CIAC, due in proper time for PROSAC's review, comment, and advice. Mr. Franco Mancini seconded Mr. Chang's motion and inquired about the most appropriate time for informing the Committee about such proposals.

Mr. Gary Hoy, Capital Program Manager, responded to Mr. Mancini's question by saying that the Bond proposal information had been shared at the budget hearings last Fall. The CIAC request is based on the Capital Plan, under which the Department operates, and it is a planning effort to appropriate funds for capital projects when needed annually. The Department is required to submit the CIAC budget request in mid January. In response to Ms. Nancy Wuerfel's question about public input, Mr. Hoy noted that PROSAC will participate in updating the Capital Plan this Summer-Fall.

Ms. Jonee Levy proposed an amendment to the motion that the Department authorizes the information no less than two-three PROSAC meetings before the information goes to CIAC, so that the Committee can see different proposal reiterations and respond with knowledge and participation.

Mr. Mancini clarified Ms. Levy's amendment by restating Mr. Hoy's comment that the CIAC process requires that requests be made available for public comment as early as July-August of each fiscal year.

Committee Vote: Motion made by Mr. Arthur Chang and seconded by Mr. Franco Mancini to have the Recreation and Park Department submit to PROSAC all bond appropriation proposals prior to submitting them to CIAC, due in proper time for PROSAC's review, comment, and advice, with the noted amendments by Ms. Jonee Levy and Mr. Franco Mancini above, unanimously approved by the Committee.

(b) Monthly Capital Program report:

Mr. Hoy gave an overview of the monthly Summary Capital Program Report and specifically emphasized the difference between the appropriated, budgeted, or expended Bond and Open Space funds. Further, eighty-seven capital projects were underway, and the Department was projecting 5th Bond before the end of the fiscal year. Mr. Hoy addressed Chair Wade's question regarding the breakdown of capital expenditures and explained the difference between soft costs during the project development/design phase and soaring expenditures during the construction phase as soon as bids are awarded.

Mr. Hoy also gave a Power Point presentation of the Capital Improvement Plan Status Update. Mr. Hoy presented a summary of 87 active projects and their distribution by supervisorial district. Of that amount, 19 projects were completed and 38 projects were in the planning and development phase. Mr. Hoy clarified the Capital Plan' s terminology and project categories - the definition of "capital project" in general and other definitions, such as Urban Forestry project, Natural Area project, acquisition, parks and squares, regional parks, playgrounds, play areas, children's play structures, recreation centers, and community pools.

Of special notice was that the Urban Forestry and Natural Areas capital projects had been delayed in the past two years because of the staff hiring process. In the updated Capital Plan for fiscal year 2002-2003, these programs' capital projects would constitute a separate project line. Expanded

project lines would apply to master plans, clubhouses, and playgrounds. Lastly, Mr. Hoy handed out copies of the Draft Capital Plan Update for PROSAC's review at July 2, 2002 meeting and recognized the Committee's commitment to gathering broader public input by hosting community workshops this Summer.

The Committee discussed Mr. Hoy's presentation. In that discussion, there were several common themes and issues that can be summarized as follows:

- The need for understanding at what rate capital funds are expended, considering management versus construction costs, and how this rate is linked to bond appropriation proposals and bond sales;
- The need for expanding project lines to include Urban Forestry and Natural Areas capital projects by site;
- The need for clarifying the Capital Plan terminology and revisiting the presentation format to include actual fiscal years on top bar and marking acquisition projects with the letter "A";
- Why completed projects like Richmond Recreation Center get a project line in year 10 (because of anticipated need 10 years from now)?;
- How do projects get assessed for their cost? How does the staff handle underestimated or overestimated assessment? Is there any protocol for communicating these discrepancies to the public?;
- Whether each district should be sharing the same amount of capital funds (found infeasible by Mr. Hoy because there is no equitable distribution of facilities in districts);
- The need for strategic capital planning to address the issues of social equity, especially in relation to acquiring new lands for recreation, parks, and open space;
- The need for addressing the issue of dog parks under the current Dog Policy.

Committee Vote: Discussion Item.

(c) Discussion and Possible Action regarding ~~six~~ four district-based COMMUNITY WORKSHOPS in July-August 2002 to gather input into the Capital Program Plan for Fiscal Year ~~2003-2004~~ 2002-2003 - Action Item.

The Committee came to consensus to host four widely advertised community workshops regarding updating the two-year-old Capital Plan. The community workshops would be held on weekday evenings in the months of July-August 2002 in four quadrants of the city, each workshop engaging participants from two or three supervisorial districts.

The Committee also reviewed and discussed the information presented by the staff on display boards, which outlined social equity issues, capital improvement issues, land and site characteristics, including the characteristics of Significant Natural Resource Areas (see Attachment). The Committee discussed these issues in the context of the upcoming community workshops, especially stressing the need for a set of quantifiable criteria or simply guidelines to channel the public review of the Capital Plan in a more equitable direction. The Committee found it to be very important to avoid instances when "a squeaky wheel gets the grease" and to consider social equity issues, such as population density (Chair Wade), ethnic makeup (Mr. Nino Parker) or other forms of diversity (Ms. Joan Roughgarden), children/youth/senior/disabled demographics (Ms. Laura Cavaluzzo). Likewise, to evaluate projects from a regional perspective when two or more supervisorial districts share resources, for example at Hoff Park, was an important consideration. Mr. Parker also suggested

giving consideration to the capital improvement history of the projects to see which projects had received least attention in the past.

Ms. Nancy Wuerfel questioned how Natural Areas are placed on or get removed from the list before limited capital resources are committed. Ms. Nancy Barber observed that, as with all public expenditures on programs such as the Natural Areas program, CEQA would dictate public input during the entire process of expenditure of public funds on public lands. The Committee further deliberated whether a point system allowing for scoring different rationales (Chair Wade) or loose guidelines (Mr. Gregory Rocca) would guide the public toward more equitable thinking with regard to distribution of the capital funds. Ms. Linda Hunter questioned what defines a public process and clarified with the staff's help that PROSAC, charged with the responsibility of advising on the Capital Plan, was to determine what a sufficient public process for updating the Plan would ultimately be.

Committee Vote: Discussion Item.

5. DISCUSSION and POSSIBLE ACTION Regarding Operating Procedures for PROSAC (**Isabel Wade**):

(a) Chair Wade distributed the Notes of the May 13, 2002 special meeting *Parliamentary Procedures Workshop*. Ms. Wade brought the Committee's attention to Robert's Rules of Order and Robert's procedure for handling a motion. Of special importance, Ms. Wade noted, was that no member speaks a second time on the motion as long as someone else wishes to talk, and that no third comment on the motion is allowed.

(b) Establishment of the Land Acquisitions Subcommittee - Action Item:

Committee Vote: Motion made by Ms. Jonee Levy and seconded by Ms. Joan Roughgarden to establish a Land Acquisitions Subcommittee, unanimously approved by the Committee.

(c) Creation of additional Subcommittees:

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Mr. Gregory Rocca to establish a Budget Subcommittee. Discussion and approval of the motion continued to July 2, 2002 meeting.

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Ms. Nancy Barber to have a PROSAC liaison on the Green Ribbon Panel. Discussion and approval of the motion continued to July 2, 2002 meeting.

6. DISCUSSION and POSSIBLE ACTION to approve the PROSAC BYLAWS - Action Item:

Vice Chair Marybeth Wallace informed the Committee that Deputy City Attorney John Kennedy strongly advised against adding text from the various codes and ordinances into the body of PROSAC Bylaws. This could put an undue burden on the Committee to monitor and amend Bylaws whenever changes occur. Ms. Wallace also referred to the two items subject to change, designation of the Vice Chairs' chain of command and the regular meeting place, which had been discussed at the May 7, 2002 meeting.

Committee Vote: Motion made by Ms. Linda Hunter and seconded by Mr. Patrick Hannan to approve PROSAC Bylaws, with the noted changes from the May 7, 2002 meeting. With 10 affirmative votes, the motion did not pass the Committee's majority affirmative vote.

Ms. Nancy Wuerfel reiterated her concern over having Bylaws that require manual cross-referencing to other legislative codes - that are not readily available at hand - and requested a more accessible and comprehensible document.

Committee Vote: Motion made by Ms. Joan Roughgarden and seconded by Mr. Franco Mancini to approve PROSAC Bylaws, with the noted changes from the May 7, 2002 meeting, subject to cross-referencing or linking of pertinent legislative codes in electronic HTML medium, available at each meeting, unanimously approved by the Committee.

7. REPORTS: No Chair and Vice Chair Reports presented.

Chair Wade commented on the protocol for the Committee members' identifying themselves as PROSAC in the public realm: Representing PROSAC requires authorization from the Committee. Ms. Wade also recognized the General Manager's letter regarding the Department's intent to issue lease revenue bonds should the need arise from the Harding and Fleming Golf Course project.

Vice Chair Arthur Chang objected to the Capital Improvement Division's scheduling of community meetings during PROSAC meeting time when the Committee liaisons to the districts are unable to participate. Mr. Chang and Ms. Wade encouraged the Division to be maximally aware of the Committee's liaison role and notify PROSAC district liaisons as soon as community meetings get scheduled.

8. PUBLIC COMMENT: None.

9. COMMITTEE MEMBER ANNOUNCEMENTS: Ms. Laura Cavaluzzo noted that the dog community was not blocking the Glen Canyon Grant, and that it was a misconception.

10. ADJOURNMENT

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Mr. Patrick Hannan to adjourn the meeting at 9:30 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

ATTACHMENT

CAPITAL IMPROVEMENT ISSUES

Infrastructure
Circulation
Accessibility
~~Maintenance~~ (Capital Improvement History)
Durability
Contamination
Sustainability
Conservation
Aesthetics
Security
Active Use
Passive Use
Shared Use

SOCIAL EQUITY ISSUES

Population Density
Ethnic Makeup
Diversity
Household Income
Proximity to Schools and
Children's/Youth's/Senior Centers
Children/Youth/Senior/Disabled
Demographics
Programs & Services
Regional Significance

LAND & SITE CHARACTERISTICS

Proximity to Other Parks & Open Space
Public Transit Access
Undergoing Planning Efforts:
Eastern Neighborhoods, Better Neighborhoods, Plan Areas, Transit Served Areas
New Housing Development
Vacant or Blighted Site
Surrounding Land Uses
Existing Trees & Vegetation
Water Bodies
Historic & Cultural Significance

SIGNIFICANT NATURAL RESOURCE AREAS
Natural Resource Value

Special status plant habitat (rare, endangered, etc.)
Special status animal habitat (rare, endangered, etc.)
Areas of biological (plant and/or animal) diversity
Migratory bird habitat
Breeding bird habitat
Native wildlife habitat
Area is a remnant of the original landscape
Unique indigenous plant community
Greenways/corridors
Site is adjacent to an existing natural area
Geologic features
Hydrology & watersheds: rivers, creeks, lakes, and wetlands
Site deterioration in need of prevention
Potential for restoration of rare or extinct plant communities

Cultural / Recreational / Educational Value
Trail connection - hiking, walking
Proximity to schools (outdoor classrooms)
Non-motorized boating
Scenic vista
Wildlife observation
Culturally historic site
Archeological site

/02

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, July 2, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call

2. Review of the Minutes for the June 4, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

3. DISCUSSION AND POSSIBLE ACTION REGARDING THE FISCAL YEAR 2002-2003 USE OF THE PARKS RECREATION AND OPEN SPACE FUND FOR STAFF POSITIONS AS A TEMPORARY MEASURE - Discussion and Possible Action.

4. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATING THE CAPITAL PROGRAM PLAN IN FISCAL YEAR 2002-2003 (**Isabel Wade and Arthur Chang**) - Discussion and Possible Action.
   a) Monthly Capital Program Report.
      (1) Capital Implementation Committee meeting.
   b) Discussion and Possible Action regarding the Draft Capital Plan Update to be distributed for public comment at large.
   c) Discussion and Possible Action regarding the procedure for hosting four district-based Community Workshops in July-August 2002 to gather input into the Capital Program Plan for Fiscal Year 2002-2003.

5. REPORTS - Discussion and Possible Action:
   a) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**).
   b) ITEMS BEFORE THE RECREATION AND PARK COMMISSION (**Marybeth Wallace**).
   c) STANDING REPORTS:
      (1) Monthly Financial (Operations) report;
      (2) Draft Operational Plans.
   d) MEMBER REPORTS: Individual research and fact finding reports.

6. DISCUSSION and POSSIBLE ACTION Regarding Operating Procedures for PROSAC (**Isabel Wade**):
   a) Designation of a PROSAC liaison to serve on the Green Ribbon Panel (Motion made by Ms. Nancy Wuerfel and seconded by Ms. Nancy Barber) - Action Item.
   b) Establishment of Budget Subcommittee (Motion made Ms. Nancy Wuerfel and seconded by Gregory Rocca) - Action Item.
   c) Creation of additional Subcommittees - Action Item.

7. PUBLIC COMMENT on items not listed on the agenda. Please see procedure below.

8. COMMITTEE MEMBER ANNOUNCEMENTS

9. ADJOURNMENT

PUBLIC COMMENT PROCEDURE: Members of the public are encouraged to fill a speaker's card provided at the meeting. Please indicate on the card the speaker's name and agenda item to comment on and pass the card over to Committee Chair. Committee Chair will call on public comment after each agenda item, recognizing speakers by the name on the card. Public comment on any agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.

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SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, July 2, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call at 6:37 PM

Members Present: Nancy Barber, Michael Casazza, Laura Cavaluzzo, Arthur Chang, Jill Fox, Patrick Hannan, Linda Hunter, Jonee Levy, Franco Mancini, Mary McAllister, Nino Parker, Joan Roughgarden, Rebecca Silverberg, Isabel Wade, Marybeth Wallace, Gloria Vasquez, and Nancy Wuerfel.

Members Excused: Jeanne Darrah and Gregory Rocca.

Members Absent: Mark Buell and Matthew Tuchow.

Staff Present: Angela Gengler, Gary Hoy, and Svetlana Karasyova.

2. Review of the Minutes for the June 4, 2002 meeting – Discussion and Possible Action.

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Ms. Linda Hunter to approve the minutes, unanimously approved by the Committee.

3. DISCUSSION AND POSSIBLE ACTION REGARDING THE FISCAL YEAR 2002-2003 USE OF THE PARKS RECREATION AND OPEN SPACE FUND FOR STAFF POSITIONS AS A TEMPORARY MEASURE - Discussion and Possible Action.

Chair Isabel Wade gave an overview of the agenda item, referring to the General Manager's budget strategy to use the Open Space Fund as a holdover resource for a number of staff positions previously charged to the General Fund. This budget strategy was a temporary measure for the difficult budget year. Ms. Wade summarized several important points, including that the Committee would like:

a) To see the budget strategy as a temporary measure for this fiscal year alone and not have it in the next fiscal year;

b) To know what staff positions would be charged to capital projects, and where these capital positions would be utilized by park or site, including the clear accounting of estimated hours and Open Space specialty funds;
c) To clarify with the City Attorney's Office the appropriate use of the Open Space Fund under Proposition C, which may no longer have a provision for creating maintenance positions associated with new land acquisitions and capital renovations.

Additional comments followed from Ms. Linda Hunter and Vice Chair Arthur Chang regarding the repayment of the Open Space Fund. Ms. Nancy Wuerfel spoke about PROSAC's involvement in the budgetary process early on in the next fiscal year and asked the Department to clarify in writing 22 staff positions in Urban Forestry, Structural Maintenance, and Administration Programs charged to non-operating and capital funding sources as appropriate.

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Ms. Nancy Barber to request that the Recreation and Park Department submit to PROSAC a letter explaining the use of the Open Space Fund for 22 staff positions in Urban Forestry, Structural Maintenance, and Administration Programs charged to non-operating and capital funding sources as appropriate, in particular which of these 22 positions and how much money will be charged to the Open Space Fund, unanimously approved by the Committee.

Mr. Gary Hoy, Capital Program Manager, clarified that the Department's strategy was to reassign the existing staff in Urban Forestry, Structural Maintenance, and Administration Programs to work certain hours on capital projects. This meant that the Department would hire in-house, qualified by the union standards operating staff to work on capital projects, rather than contracting these capital projects out as in previous years.

In response to Mr. Hoy's statement, Mr. Patrick Hannan was concerned with the Department's using in-house operating and maintenance staff to do construction instead of trades-people with expertise in building and renovation projects. Ms. Laura Cavaluzzo questioned whether the budget strategy might lead to the reduction of routine maintenance by the operating staff reassigned in part to the capital projects. Vice Chair Marybeth Wallace stressed the point that the budget strategy was not designed by choice but out of necessity to save the General Fund positions for the next fiscal year by not laying off the existing staff. Chair Wade voiced the need to have a clear demarcation between the capital and maintenance projects and to make sure that capital funds are not spent on what should be routine maintenance.

Committee Vote: No other motions made on this agenda item.

4. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATING THE CAPITAL PROGRAM PLAN IN FISCAL YEAR 2002-2003 (**Isabel Wade and Arthur Chang**) - Discussion and Possible Action.
   a) Monthly Capital Program Report.

(1) Capital Implementation Committee meeting.

Mr. Gary Hoy, Capital Program Manager, presented the monthly update of the Capital Program and noted that the monthly report would include the General Fund report in the near future due to the ongoing improvements in the database system.

b) Discussion and Possible Action regarding the Draft Capital Plan Update to be distributed for public comment at large.

Mr. Hoy discussed the revisions in the Draft Revised Capital Plan and specifically focused on the new section of capital project definitions and categories. Mr. Franco Mancini reiterated the Committee's question about the difference between maintenance and capital projects, to which extent Mr. Hoy replied that deferred maintenance becomes a capital project, and that capital projects are multi-year projects that add value to the Recreation and Park Department assets. Mr. Mancini suggested specifically that the capital project definition should include the value-added-asset component.

The Committee had an extensive discussion of the newly added Land Acquisition section, which was described by the staff as a prospect list, open for further input and refinement. The Committee raised the issues of how prospective sites are chosen for potential acquisition, and what compelling land acquisitions criteria guide such decisions, given the limited capital fund resources. The Committee designated Ms. Joan Roughgarden, Chair of the Land Acquisitions Subcommittee to provide input into the Land Acquisitions section by performing the following tasks:

a) To improve the existing compilation of prospective sites by supervisorial district;
b) To refine the land acquisition criteria to reflect use, maintenance, cost, and district need issues, as well as the balance of demographics and community interests; and
c) To define the process for revisiting the prospect list.

Committee Vote: Discussion only.

c) Discussion and Possible Action regarding the procedure for hosting four district-based Community Workshops in July-August 2002 to gather input into the Capital Program Plan for Fiscal Year 2002-2003.

Chair Wade presented the general outline and objectives for the four Capital Plan Update Community Workshops scheduled for the last week of July 2002 for the purpose of soliciting broader public input into the Recreation and Park Department's Draft Revised Capital Plan. The Committee discussed three community exercises drafted by the staff for these Workshops. The first preparatory exercise was to focus on community core issues and values surrounding capital improvement projects. The Committee asked to omit the first exercise due to its abstract content or to simplify it by defining broader issue/value categories in accessible English and by keeping them subjective for public input. The second exercise was to gather public comment on concrete capital improvement projects

listed on the Draft Revised Capital Plan by supervisorial district. This exercise was found to be very important. Some Committee members expressed reservations against the third "strategic capital planning" exercise. This was largely due to the fact that the staff would not be able to provide a comparative map of existing recreation and park resources and planned capital improvement projects before the Workshops in order to let the public deliberate objectively what was missing in the strategic capital planning picture. Ms. Jill Fox volunteered to incorporate the Committee's comments into the workshop exercises.

Other comments were about clarifying the public outreach protocol (Mr. Patrick Hannan); requesting the Department staff identify themselves at the Workshops (Ms. Mary McAllister); posting the Workshop notices inside and outside recreation facilities (Ms. Laura Cavaluzzo); capitalizing on District 11 Neighborhood Council for substantial input on behalf of District 11 (Ms. Rebecca Silverberg); giving due consideration to the capital improvement history of recreation facilities (Mr. Nino Parker); among other comments.

Committee Vote: Discussion only.

5. REPORTS - Discussion and Possible Action:
   a) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses:

Chair Wade reported that the Park and Recreation Commission would have two new Commissioners appointed by the Mayor, and that the Neighborhood Park Council was planning a reception to welcome the new Commissioners and let them meet PROSAC and other community members.

   b) ITEMS BEFORE THE RECREATION AND PARK COMMISSION: Not discussed.
   c) STANDING REPORTS: The Monthly (Operational) Financial Report was handed out.
   d) MEMBER REPORTS: Individual research and fact finding reports - None.

6. DISCUSSION and POSSIBLE ACTION Regarding Operating Procedures for PROSAC:

Chair Wade discussed a public request to have public comment in the beginning of PROSAC meetings. Ms. Nancy Wuerfel favored the public request. Ms. Mary McAllister added that it is also important to accommodate public comment after each agenda item.

   a) Designation of a PROSAC liaison to serve on the Green Ribbon Panel - Action Item.

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Ms. Nancy Barber to have a PROSAC liaison on the Green Ribbon Panel, unanimously approved by the Committee.

Committee Vote: Motion made by Ms. Linda Hunter and seconded by Ms. Nancy Wuerfel to designate Dr. Joan Roughgarden to be the PROSAC appointee on the Green Ribbon Panel, unanimously approved by the Committee.

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Ms. Nancy Barber to request that the Recreation and Park Department provide to PROSAC a description of the expectations for the Green Ribbon Task Force convened for the Natural Areas Program, which includes the following: 1) the purpose and charge of the Task Force; 2) the methods to be used to accomplish the charge; 3) the time frame to complete the charge; and 4) the end product to be achieved by the Task Force; unanimously approved by the Committee.

b) Establishment of Budget Subcommittee - Action Item.

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Mr. Gregory Rocca to establish a Budget Subcommittee, unanimously approved by the Committee.

c) Creation of additional Subcommittees - Action Item.
No additional Subcommittees have been proposed.

7. PUBLIC COMMENT: None.

8. COMMITTEE MEMBER ANNOUNCEMENTS: None.

9. ADJOURNMENT

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Ms. Nancy Barber to adjoum the meeting at 9:30 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

no museum

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, August 6, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call

2. Welcome Sharon Eberhardt from District 11 to the Park, Recreation and Open Space Advisory Committee (**Marybeth Wallace**) - Discussion Item.

3. Review of the Minutes for the July 2, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

4. PUBLIC COMMENT

5. DISTRIBUTION AND DISCUSSION OF FOUR DRAFT OPERATIONAL PLANS (**Marybeth Wallace and Lydia Zaverukha**) - Discussion Item.

6. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATING THE CAPITAL PROGRAM PLAN IN FISCAL YEAR 2002-2003; DISCUSSION OF THE PUBLIC INPUT AT THE CAPITAL PLAN UPDATE COMMUNITY WORKSHOPS (**Marybeth Wallace, Linda Hunter, Jill Fox and Jeanne Darrah**) - Discussion and Possible Action.

7. REPORTS - Discussion and Possible Action:
   a) VICE CHAIR REPORT: Meetings held, hearings attended, letters sent and responses (**Marybeth Wallace**).
      (1) Capital Implementation Committee meeting.
   b) ITEMS BEFORE THE RECREATION AND PARK COMMISSION (**Marybeth Wallace**).
   c) STANDING REPORTS:
      (1) Requested information reports from previous meetings.
      (2) Monthly Capital Program Report.
   d) MEMBER REPORTS: Individual research and fact finding reports (**Linda Hunter**).

8. DISCUSSION AND POSSIBLE ACTION REGARDING DEPARTMENT GIFT POLICY ON PLAYGROUND PROJECTS (**Patrick Hannan**).

9. FUTURE AGENDA ITEMS: Revenue generating ideas (**Jill Fox**).

10. ADJOURNMENT

PUBLIC COMMENT PROCEDURE: Members of the public are encouraged to fill a speaker's card provided at the meeting. Please indicate on the card the speaker's name and agenda item to comment on and pass the card over to Committee Chair. Committee Chair will call on public comment in the beginning of the meeting and after each agenda item, recognizing speakers by the name on the card. Public comment on any agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.

***Copies of explanatory documents are available to the public at the Recreation and Park Commission's office, 501 Stanyan Street, San Francisco California between the hours of 9 a.m. and 5.pm., or when ever possible, on the Commission's webpage: parks.sfgov.org, or upon request to the Commission Secretary, at the above address or telephone number 831-2750, or via e-mail at (margaret.mcarthur@sfgov.org) within three business days of a meeting.**

DISABILITY ACCESS

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SAN FRANCISCO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, September 3, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call

2. Welcome Sharon Eberhardt from District 11 to the Park, Recreation and Open Space Advisory Committee (**Isabel Wade**) - Discussion Item.

3. Review of the Minutes for the July 2, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

4. PUBLIC COMMENT

5. DISTRIBUTION AND DISCUSSION OF FOUR DRAFT OPERATIONAL PLANS (**Isabel Wade and Lydia Zaverukha**) - Discussion Item.

6. DISCUSSION AND ACTION REGARDING UPDATING THE CAPITAL PROGRAM PLAN IN FISCAL YEAR 2002-2003; DISCUSSION OF THE PUBLIC INPUT AT THE CAPITAL PLAN UPDATE COMMUNITY WORKSHOPS (**Marybeth Wallace, Linda Hunter, Jill Fox and Jeanne Darrah**) - Action Item.

7. DISCUSSION AND POSSIBLE ACTION REGARDING SUP. YEE'S DRAFT LEGISLATION ON NATURAL AREAS PROGRAM. (**Isabel Wade and Franco Mancini)**

8. DISCUSSION AND POSSIBLE ACTION REGARDING DEPARTMENT GIFT POLICY ON PLAYGROUND PROJECTS (**Patrick Hannan**).

9. ANNOUNCEMENTS: Next PROSAC meeting will be held on Wednesday, October 2, 2002.

10. ADJOURNMENT

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SAN FRANCISCO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, September 3, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

ROLL CALL at 6:40 PM

Members Present: Nancy Barber, Michael Casazza, Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Jonee Levy, Franco Mancini, Mary McAllister, Gregory Rocca, Isabel Wade, Marybeth Wallace, and Nancy Wuerfel.

Members Excused: Mark Buell, Laura Cavaluzzo, Patrick Hannan, Linda Hunter, Gloria Vasquez, Nino Parker, Joan Roughgarden, and Rebecca Silverberg.

Members Absent: Matthew Tuchow.

Staff Present: Linda Barnard, Elizabeth Gee, Angela Gengler, Paula Hamilton, Gary Hoy, Svetlana Karasyova, Michael Morlin, and Lydia Zaverukha.

Chair Isabel Wade welcomed Ms. Sharon Eberhardt from District 11 to the Park, Recreation and Open Space Advisory Committee.

MINUTES - July 2, 2002 meeting (August 6, 2002 meeting was cancelled due to no quorum present).

Committee Vote: Motion made by Mr. Franco Mancini and seconded by Ms. Jeanne Darrah to approve the minutes, unanimously approved by the Committee.

PUBLIC COMMENT - No general public comment on items not listed on the agenda.

DISTRIBUTION AND DISCUSSION OF FOUR DRAFT OPERATIONAL PLANS (**Isabel Wade and Lydia Zaverukha**) - Discussion Item:

Ms. Lydia Zaverukha, Director of Organizational Planning, Recreation and Park Department, opened the presentation with a summary of the process to date. Four pilot teams started meeting in January 2002. The teams have expanded to nine that are currently meeting and will expand to ten in January 2003. A final operations plan is expected to be presented to the Recreation and Park Commission in December 2003. Five public hearings will take place to present the final operations plan to the public and receive commentary.

Ms. Elizabeth Gee, Recreation and Park Department, presented the Draft Recreation and Park Manager Action Plan, which is to define and consider establishing an experimental "Recreation and Park Manager I" program for select parks.

Ms. Paula Hamilton, Recreation and Park Department, outlined the Draft Organization Development Performance and Accountability Action Plan attempting to develop individual agreements that include Performance Linkage goals.

Ms. Linda Barnard, Recreation and Park Department, presented a summary of the Draft Programs, Services and Facility Use ("Aquatics") Action Plan, which is to develop a short- and long-range aquatic program that responds to community demand and need.

Mr. Michael Morlin, Recreation and Park Department, summarized the Draft Park and Facility Design, Development, and Maintenance ("Restrooms") Action Plan attempting to resolve the issues of proximity/accessibility, safety, maintenance, and design of public restrooms.

Below are major points made by the PROSAC members, along with the Operations Planning Staff's response:

Plans are too confusing to understand.
Staff Response: Each plan will be accompanied by a summary page in simple English.

No feedback on how community or PROSAC comments were incorporated into draft plans.
Staff Response: PROSAC will be forwarded any meeting minutes where your team addressed the stakeholder and peer review comments.

What is the template that the teams follow?
Staff Response: Template will be forwarded to PROSAC.

Not sufficient public process - need a broader public input.
Staff Response: Description of process has been available to PROSAC since September 2001. Community Stakeholder Meetings added to process as a result of public input. These interim presentations are progress reports to demonstrate RPD's diligence and commitment to the process. There will be five public hearings to solicit broader public input on the final operations plan.

Budget estimates are ambiguous.
Staff Response: A majority of operations planning participants do not have a financial background. All budget estimates will be refined by pertinent supervisory staff.

Period for PROSAC commentary too short.
Staff Response: Comment periods extended by one month. Comments due OCTOBER 25, 2002.
RPD welcomes any suggestions PROSAC has for Peer Reviewer candidates or additional invitees to the Community Stakeholder meetings in October.

Regarding PROSAC involvement.
Ms. Jonee Levy and Mr. Franco Mancini noted that they did not participate in the community stakeholder process.
Staff Response: Ms. Levy and Mr. Mancini had the opportunity. Ms. Levy and Vice Chair Arthur Chang met with Lydia Zaverukha to discuss PROSAC's involvement in the operations planning process. The peer review and community stakeholders' mailing lists were forwarded to PROSAC after the meeting with Ms. Levy and Mr. Chang. Ms. Mary McAllister and Ms. Jeanne Darrah confirmed that PROSAC had the opportunity to participate in the operations planning process.

Public Comment: Mr. Ron Miguel of the Richmond Neighborhood Association reminded the Committee of the original input from the stakeholders' meetings and requested copies of the four plans.

Committee Vote: Discussion only.

DISCUSSION AND ACTION REGARDING UPDATING THE CAPITAL PROGRAM PLAN IN FISCAL YEAR 2002-2003; DISCUSSION OF THE PUBLIC INPUT AT THE CAPITAL PLAN UPDATE COMMUNITY WORKSHOPS (**Marybeth Wallace, Linda Hunter, Jill Fox and Jeanne Darrah**) - Action Item.

Mr. Gary Hoy, Capital Program Manager, Recreation and Park Department, presented a Draft Revised Capital Plan dated September 2002 and commented on the proposed revisions. The Capital Division staff reviewed 70 pages of public comment from the four Capital Plan Update Community Workshops in July-August 2002. A majority of revisions to move capital projects up or back in priority and to add missing project sites were influenced by the community presentations at the workshops. The Capital Division staff made additional revisions in attempt to realign the timeline of some delayed projects to reflect actual implementation dates. Other revisions were to regroup some projects in a way that not all recreation centers or pools are closed at the same time; to break down projects where appropriate, such as separating clubhouses from playgrounds; and to improve the overall project management chart that originally showed up and down spikes. The spiky, fluctuating project management chart would inhibit proper finance management of capital projects long term and therefore needed to be adjusted in relation to the overall distribution of capital projects in the next ten years.

Mr. Hoy also presented general themes reflected in the public comment in a majority of supervisorial districts. These general themes were, but were not limited to, the focus on "magnet" recreation facilities, the need for multi-purpose community gathering places, the need for skateboarding facilities, the need to prioritize children's play areas in high-need areas, the need for strategic placement of dog play areas, the need for park and natural area connectivity, and the need for interpretive signs and information kiosks/bulletin boards. Mr. Hoy noted that many public comments were not directed toward capital planning per se, rather toward strategic and operations planning processes and current maintenance. Summaries of public comment were posted on the Department Web site.

The Committee discussed at length potential areas of improvement in the public review process of the Capital Plan in fiscal year 2003-2004:

- Notification flyers should be district-specific and written in "people speak" language.
- Summer meetings are not a popular meeting time with the community.
- A list of capital projects in each district should be accompanied by a brief description of projects.
- Some districts, such as District 7, have a very long list of projects and therefore need more time for review.
- Communities need to be surveyed for best meeting time, and a conflict in meeting schedules should be avoided. Do not schedule a public meeting on a night when neighborhood associations are meeting.
- Explore other than public meeting/workshop outreach strategies, such as surveys placed in water bills, or go where the community already meets, or develop a user-friendly, interactive Web site.
- Department staff needs to explain better the rationale behind revisions, especially when these revisions do not represent community opinion at meetings.

The Committee deliberated other issues, such as:

- PROSAC's role in community outreach. There is no consensus among Committee members with regard to what this role should be.
- Whether Department staff should participate at community meetings, and whether community meetings should be for the community input exclusively.

The Committee agreed to form a work group to draft a sample survey - a form of soliciting public input in the next fiscal year. The work group would include Ms. Mary McAllister, Ms. Nancy Barber, and Ms. Jill Fox, among other potential volunteers.

Ms. Mary McAllister and Ms. Nancy Wuerfel submitted a letter, which included their commentary on the workshop process and outcomes in District 4 (Sunset). Ms. McAllister and Ms. Wuerfel urged the staff to cleanse the comments regarding the Natural Areas Program because these comments had come from a Department staff representative, who refused to identify himself as such, and lacked the community support at the meeting.

Public Comment:

Mr. Bill Carlin commented on the lack of information describing future capital projects. Mr. Stephan Doliev of the Glen Canyon Park Neighborhood Association spoke against public meetings during the summer time and offered help with public notification and outreach through the Association's membership. Ms. Lynn Brown addressed the issue of the defunct irrigation at Esprit Park and had a discussion with Superintendent Michael Morlin. Mr. Stephen Cockrell questioned how Department would proceed with public comments. Ms. Rosalyn Payne from District 2 commented on the needs assessment process back in 1998-99 and financial parameters of capital projects. Mr. Donald Bird appreciated the Department's public outreach efforts.

Committee Vote: Discussion only.

DISCUSSION AND POSSIBLE ACTION REGARDING SUP. YEE'S DRAFT LEGISLATION ON NATURAL AREAS PROGRAM. **(Isabel Wade and Franco Mancini)**

Chair Isabel Wade called on discussion of Supervisor Yee's legislation on the Natural Areas Program and encouraged the Committee to form a formal opinion about this legislation. Ms. Wade brought the Committee's attention to a letter by Ms. Joan Roughgarden, PROSAC representative on the Green Ribbon Panel. Ms. Nancy Wuerfel came forward with a draft resolution proposing that PROSAC urge the Recreation and Park Commission, in the strongest possible terms, to support additional scientific review of the draft SNRAMP and to authorize additional funds to provide such scientific review. PROSAC respectfully requests a role in defining the scope and participants in this scientific review. Ms. Wuerfel believed that PROSAC should have a role in deliberating Supervisor Yee's legislation.

Public Comment:

Mr. Ron Miguel of the Richmond Neighborhood Association advised the Chair that the resolution by Ms. Wuerfel, being distributed and placed in motion, was not on the Agenda, could not be directly tied to an Agenda item, and therefore was out of order according to Robert's Rules of Order and the Sunshine Ordinance. It could only be considered for discussion, not as a motion. A possible exception would be if it qualified as an Emergency Motion and the Agenda was amended to enable it – all of which would take a super-majority. He felt that the Chair failed to agree with his objections, undoubtedly as a matter of good will, and attempted to take a vote on the resolution motion. Mr. Miguel stated that if such a vote took place, he, as a member of the public, would challenge it.

The Committee considered including Ms. Wuerfel's draft resolution as an action item on the next meeting's agenda.

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Ms. Sharon Eberhardt that PROSAC urges the Recreation and Park Commission, in the strongest possible terms, to support additional scientific review of the draft SNRAMP and to authorize additional funds to provide such scientific review. PROSAC respectfully requests a role in defining the scope and participants in this scientific review. Discussion and action continued to October 2, 2002 meeting.

The Committee had diverse opinions about Supevisor Yee's draft legislation. In the discussion, the comments by Ms. Jeanne Darrah were particularly dynamic and met critical response from the participating audience. Ms. Darrah saw no need for changing the composition of the Green Ribbon Panel and was of the opinion that Supervisor Yee's list of organizations to form a citizen's advisory committee was comprised of the radical groups aiming at abolishing the off-leash law. She felt that many of these groups were obscure and not known by her constituents in District 9, and that the goal of the legislation was to get rid of the Natural Areas Program. Ms. Wuerfel objected to being accused of wishing to abolish either the Natural Areas Program or the leash laws. She stated her support for a viable Natural Areas Program that is supported by the public and expressed her opinion that Leland Yee's resolution is consistent with this goal.

Public Comment (below are the submitted written statements):

Mr. Donald Bird spoke against Supervisor Yee's resolution.

Ms. Christy Cameron criticized PROSAC's divisive and inattentive position toward the Citizens' Task Force and stated that the public appealed to the Board of Supervisors (BOS) to keep our parks beautiful and available to the public because they are our elected officials. Ms. Cameron spoke of the overwhelming support for the Citizens' Task Force at the BOS hearings, including 53 people who spoke in favor of a moratorium on the implementation of NAP until there is real public input, and 49 people who spoke in favor of Leland Yee's resolution and outnumbered those speaking against it by three to one. Ms. Cameron felt that any Supervisor who attended those hearings has voted in our favor because they heard the legitimacy of our concerns. She stressed that the public had no desire to kill the Natural Areas Program, but asked for a democratic process that takes all park users into consideration.

Mr. Bill Carlin, with nine years at habitat restoration in McLaren Park, expressed his belief in protecting and preserving significant native habitat, but was also of the opinion that the NAP has gone too far, and that now we must protect and preserve our parks as parks.

Mr. Paul Castleman of the Tank Hill Neighbors spoke in favor of Supervisor Yee's resolution.

Mr. Stephen Cockrell of SFDOG stated that the public exhausted the bureaucratic process, including PROSAC, without gaining assistance or relief and was forced to have recourse to the Board of Supervisors. As to the question of the legitimacy of the groups appointed to the Citizens Advisory Committee (NAPCAC) by Yee's resolution, these groups proved their credentials by commitment and hard work in creating the public process and open information that had been denied by the Recreation and Park Department and the bureaucratic process.

Mr. Stephan Doliev with the Glen Canyon Park Neighborhood Coalition testified that 1) he takes offense at being called names such as "tree hugger" or "radical" by PROSAC member Jeanne Darrah. He expects that PROSAC members are capable of making substantive arguments and not having to resort to ad hominem attacks when they have no substantive arguments to make; that 2) he supports Leland Yee's resolution, as does the Glen Canyon Park Neighborhood Coalition -- a group of people who live within walking distance of Glen Canyon Park who have not once been consulted on the access restrictions that NAP would create; and that 3) Recreation and Park Department (RPD) should adopt a community oriented, park-user based focus in their programs. A great place to start would be to perform surveys on what neighborhood residents want of their parks before crafting any plans like NAP.

Ms. Karin Hu, a SFDOG representative on the Green Ribbon panel, disagreed with RPD that the Green Ribbon panel had a balanced representation. Ms. Hu found that almost everyone on the task force was either personally involved in habitat restoration, or was representing a group that is involved in habitat restoration, even though some representatives might seem to be neutral (i.e., SF Zoo, California State Parks, Audubon Society, SF Tomorrow, or Commission on the Environment). Ms. Hu challenged the dominance of the priority of native plant habitats on the Green Ribbon Panel, the derogatory remarks of exclusive nature, the lack of diverse points and views, the rushed pace of review, the poor preparation for meetings by many representatives, the passivity of many representatives at discussions, and the Consultant's undetermined process for incorporating public comments. Ms. Hu disagreed with the current public process and hoped that PROSAC would support Supervisor Yee's resolution.

Mr. Keith McAllister spoke in favor of Ms. Wuerfel's resolution. Mr. McAllister stated, "We have been told by native plant advocates for over a year that we, the public, are too ignorant to have valid opinions about the Plan; it should be left to the scientific experts. Now we find that the Plan lacks both public input and scientific input." Mr. McAllister referred to Professor Joan Roughgarden's comments that the Plan lacks scientific validity. He was critical of RPD's failure to use the Scientific Advisory Board in preparation of the Plan. He said the Board has not met in over two years, has not seen the Plan in any stage of its development, and was denied a copy of the Plan that is under

consideration. He felt that PROSAC should insist on the establishment and funding of an independent scientific review of the badly flawed NAP Management Plan.

Ms. Denise Scrivner of the Twin Peaks Improvement Association spoke in favor of Supervisor Yee's resolution.

Ms. Alicia Snow of the Tank Hill Neighborhood Association spoke in favor of Supervisor Yee's resolution.

Mr. William Wilson opposed to Supervisor Yee's legislation, saying that this legislation would set precedent for every advisory committee or board in the city. Mr. Wilson questioned, for example, if the Tennis advisory committee should now be made up of people who don't play tennis but believe that courts should be turned into playgrounds for children, since there are more children than tennis players in the City of San Francisco; or if PROSAC decisions should be considered any less valid because PROSAC has no members who represent developer's interests, even though housing and homelessness rank among top concerns in the city? Mr. Wilson said that even Supervisor Yee acknowledged that this is no longer an attempt to bring balance or sunshine to the process, but rather to include people who feel left out. Mr. Wilson thought that they were not left out because SFDOG has a seat at the table.

DISCUSSION AND POSSIBLE ACTION REGARDING DEPARTMENT GIFT POLICY ON PLAYGROUND PROJECTS (**Patrick Hannan**) - Not Discussed.

ADJOURNMENT

Committee Vote: Motion made by Ms. Mary McAllister and seconded by Mr. Michael Casazza to adjourn the meeting at 9:45 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

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SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

PLEASE NOTE WEDNESDAY MEETING SESSION

NOTICE OF PUBLIC MEETING

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Full Committee

***Wednesday*, October 2, 2002 - 6:30 p.m.**

Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call

2. Review of the Minutes for the September 3, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

3. PUBLIC COMMENT

4. ACTION REGARDING FINAL REVISIONS TO THE CAPITAL PLAN IN FISCAL YEAR 2002-2003 (**Isabel Wade and Gary Hoy**).

5. DISCUSSION AND POSSIBLE ACTION REGARDING 3RD AND 4TH NEIGHBORHOOD PARK BOND SALE (**Isabel Wade and Gary Hoy**).

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE PUBLIC PROCESS FOR THE SIGNIFICANT NATURAL RESOURCE AREAS MANAGEMENT PLAN (SNRAMP):
   a) Motion made by Ms. Nancy Wuerfel and seconded by Ms. Sharon Eberhardt that PROSAC urges the Recreation and Park Commission, in the strongest possible terms, to support additional scientific review of the draft SNRAMP and to authorize additional funds to provide such scientific review. PROSAC respectfully requests a role in defining the scope and participants in this scientific review (**Isabel Wade and Joan Roughgarden**).

7. DISCUSSION AND POSSIBLE ACTION REGARDING THE FOUR DRAFT OPERATIONS PLANS:
   a) Discussion and possible action regarding Park Manager Program (**Mary McAllister**).

8. DISCUSSION AND POSSIBLE ACTION REGARDING OPERATING PROCEDURES FOR PROSAC (**Marybeth Wallace**):
   a) Possibility of a PROSAC Retreat: clarification of PROSAC goals & duties.
   b) PROSAC Bylaws have been finalized by the City Attorney's Office.

9. ANNOUNCEMENT: Next PROSAC meeting is on Wednesday, November 6, 2002.

10. ADJOURNMENT

PUBLIC COMMENT PROCEDURE: Members of the public are encouraged to fill a speaker's card provided at the meeting. Please indicate on the card the speaker's name and agenda item to comment on and pass the card over to Committee Chair. Committee Chair will call on public comment in the beginning of the meeting and after each agenda item, recognizing speakers by the name on the card. Public comment on any agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.

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SAN FRANCISCO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Wednesday*, October 2, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

NO QUORUM PRESENT AT 6:30 PM

PUBLIC COMMENT

Mr. Stephen Cockrell would like to see PROSAC as a functional committee and an independent thinking body, with the direction and focus coming from the public input. Mr. Cockrell felt that the Committee's members who do not attend meetings prevent PROSAC from doing work and being a voice for the community. A lot of work needs to be done in subcommittees, and individuals need to take up issues, for example, the critical issues of public process, maintenance, and response to public input.

Mr. Ron Miguel noted that PROSAC members would probably take more responsibility for their service if they were to fill specific chairs and keep membership record. He felt that the appointing power would not know otherwise whether the Committee was a functional body.

Ms. Laura Witter of the Friends of Argonne Playground came to reiterate the community's high priority for Argonne Playground. The Playground had been moved up on the Capital Plan as a result of the community advocacy campaign, and Ms. Witter wanted to make sure that this revision was approved by PROSAC.

Ms. Jude Koski of the Save Page Street Garden Committee presented a community-driven land acquisition proposal for Page Street Community Garden at Buchanan and Webster in District 5. The garden has been serving the community, including the nearby John Muir Elementary School, for over 20 years. The property landowner San Francisco League of Urban Gardeners (SLUG) might sell the garden to development due to SLUG's financial crisis. To save Page Street Community Garden, community advocates have formed the 15-member Save Page Street Garden Committee, collected over 300 community signatures, and secured Supervisor Matt Gonzalez' resolution to preserve the community garden as green space in compliance with Policy 2.12 of the San Francisco General Plan/Recreation and Open Space Element. Ms. Koski handed out copies of the community letters and signatures in support and asked for PROSAC's contribution to the community's preservation action.

Mr. Bill Wilson commented on the ongoing planning efforts by the Planning Department, such as Eastern Neighborhoods and Better Neighborhoods, and how these efforts need to be coordinated with the community considerations for parks and open space.

The Committee responded to the public comment by stating that:

- Committee Chair has been continually informing the Board of Supervisors about PROSAC vacancies;
- Committee Chair would like to receive the latest inspection report of the city's playgrounds and a schedule of their inspection;
- Changes to the Capital Plan ought to be made on other than "squeaky wheel" rationale;

- PROSAC requests the description of the Department process for considering acquisition priorities;
- PROSAC's Land Acquisition Subcommittee needs to convene to examine acquisition proposals and criteria and to spearhead a comprehensive assessment of potential acquisition sites; and that
- The public needs to put pressure on the Planning Commission and make it recognize open space issues.

Mr. Gary Hoy, Capital Program Manager, informed the Committee that the Department was considering three additional planning positions, Planner I, Planner II and Planner IV. New planning staff will assist the Capital Improvement Division with long-range planning, including planning for land acquisitions, and with updating the Recreation and Open Space Element of the City's General Plan.

ROLL CALL at 7:50 PM

Members Present:	Nancy Barber, Michael Casazza, Laura Cavaluzzo, Arthur Chang, Sharon Eberhardt, Jill Fox, Patrick Hannan, Mary McAllister, Joan Roughgarden, Gloria Vasquez, Isabel Wade, and Marybeth Wallace.
Members Excused:	Jeanne Darrah, Jonee Levy, Linda Hunter, Franco Mancini, Gregory Rocca, Matthew Tuchow, and Nancy Wuerfel.
Members Absent:	Mark Buell, Nino Parker, and Rebecca Silverberg.
Staff Present:	Angela Gengler, Gary Hoy, and Svetlana Karasyova.

ACTION REGARDING FINAL REVISIONS TO THE CAPITAL PLAN IN FISCAL YEAR 2002-2003 (**Isabel Wade and Gary Hoy**).

Mr. Hoy informed PROSAC that the Draft Revised Capital Plan would be on the Recreation and Park Commission's general calendar on October 17, 2002, as referred by the Recreation, Parks and Planning Committee on October 2, 2002.

Chair Wade called on the Committee to make motions regarding the final revisions to the Capital Plan in fiscal year 2002-2003. No motions followed.

The Committee deliberated several issues associated with the updated Capital Plan document:

On Vice Chair's letter. In his letter to PROSAC, Vice Chair Arthur Chang suggested that the Capital Plan be a comprehensive document and include statement of need, program analysis, financial analysis, site analysis, environmental/code/hazardous materials analysis, cost analysis, project schedules, diagrams/concept plans, design guidelines, and community impact assessment.

Ms. Nancy Barber proposed that Mr. Chang's letter serve as a guideline to the Department and PROSAC in terms of what information to present to the public in the next revision process.

Mr. Hoy suggested that the Capital Improvement Division staff would be delighted to work with PROSAC's subcommittees on budget and outreach and be advised on the types of information and presentation formats, all aiming at communicating better the Capital Plan document to the public.

On nomenclature. Chair Wade, Vice Chair Chang, and Ms. Laura Cavaluzzo questioned the vague and antiquated nomenclature associated with the Capital Plan document. They suggested that the nomenclature include an improved description in the next revision process.

Public comment: Mr. Stephen Cockrell suggested that, in the absence of newly defined nomenclature, the public would benefit from a brief description of parks, for example, if a "playground" contained a soccer field or a diamond field. This information would help the public make a more informed judgement of priorities.

On incorporating public comment into final revisions. Ms. Joan Roughgarden remarked that the Capital Plan revisions were reflective of the community needs in District 6 and complimented the Capital Improvement Division for the good work on the Bessie Carmichael/South of Market Park. Ms. Roughgarden received Mr. Hoy's clarification on the status of Treasure Island. Mr. Patrick Hannan stated that the final revisions addressed the community concerns in District 1. Ms. Mary McAllister discussed with Mr. Hoy the community priorities in District 4, including the forestry projects and Sava Pool. Both priorities were addressed in the revised Capital Plan, as clarified in the discussion. Ms. McAllister also voiced the issue of extraneous circumstances, often associated with the will of elected public officials and their individual influence upon the Department's decisions (e.g., Parkside Square).

On communication. Ms. McAllister and Ms. Roughgarden expressed the need for more responsive communication via telephone between the PROSAC and staff representatives. This timely communication could clarify and nullify some members' misunderstandings and concerns prior to PROSAC meetings. For example, it was erroneously perceived that many urban forestry projects (initially demarcated as "F" projects on the Capital Plan) were removed from the Plan, but, in reality, these small urban forestry projects were incorporated into short-term projects (demarcated as "S" projects on the Capital Plan). This explains why the revised Plan had fewer "F" demarcations than the original document.

In addition, Mr. Hoy clarified the composition of the multi-line capital projects at the Buena Vista, Glen Canyon and Pine Lake/Stern Grove sites. Chair Wade requested a report on the cost of park signage.

Committee Vote: Discussion only

DISCUSSION AND POSSIBLE ACTION REGARDING 3RD AND 4TH NEIGHBORHOOD PARK BOND SALE (**Isabel Wade and Gary Hoy**).

Mr. Hoy gave an overview of the 3rd and 4th Neighborhood Park Bond Sale Proposal and emphasized in particular that the revisions to the Capital Plan had helped develop a smoother curve for distribution of capital funds, including the bond funds. The Committee's discussion of the bond sale proposal was intertwined with the discussion of the revisions to the Capital Plan outlined above.

Committee Vote: Discussion only.

DISCUSSION AND POSSIBLE ACTION REGARDING THE PUBLIC PROCESS FOR THE SIGNIFICANT NATURAL RESOURCE AREAS MANAGEMENT PLAN (SNRAMP).

At the PROSAC meeting on September 3, 2002, Ms. Nancy Wuerfel moved that PROSAC would urge the Recreation and Park Commission, in the strongest possible terms, to support additional scientific review of the draft SNRAMP and to authorize additional funds to provide such scientific review, and that PROSAC would respectfully request a role in defining the scope and participants in this scientific review. Ms. Sharon Eberhardt seconded Ms. Wuerfel's motion.

In the course of deliberation of this motion, Mr. Patrick Hannan questioned the cost side of the proposal and asked for an estimate of "additional funds" to be allocated for the requested scientific review. Ms. Gloria Vasquez questioned if PROSAC had the expertise to appoint a scientific review panel.

Ms. Joan Roughgarden, PROSAC member and Professor of Biology at Stanford University, emphasized the need for scientific review of the Draft Significant Natural Resource Areas Management Plan and of the Plan's biology components in particular. Ms. Roughgarden suggested that there were a number of experts in the Bay Area who

would welcome an opportunity, should they be asked to participate even on a pro bono basis. The amount of additional funds would involve at a minimum transportation and accommodation costs.

Public Comment: Mr. Stephen Cockrell spoke in favor of the scientific review concept. Mr. Cockrell pointed out that EIP Associates (the Consultant) should have had eight meetings with the original scientific advisory committee, but they had held only two, thus owing the Department and the public an honorarium for the unfulfilled work. Mr. Cockrell emphasized that it was critical for the future advisory committees, NAPCAP and scientific review, to work under Sunshine, collaborate with PROSAC, and have an independent voice. Mr. Cockrell also stated that it was important for the scientific review committee to be a separate body under Sunshine. This body would perhaps produce a tutorial of how scientific review is performed, so the public can learn and get involved.

Mr. Bill Carlin spoke against the PROSAC resolution, objecting on the grounds that EIP Associates already represent science, and that the Green Ribbon Panel allowed for commenting on numerous scientific details in the Management Plan. Mr. Carlin believed that, if the Board of Supervisors were to appoint committees, it should be the Board and not the Recreation and Park Department who is responsible for financing these appointed committees.

In response to the comments from the Committee and the general public, Chair Wade proposed an amendment to the original resolution that PROSAC would urge the Recreation and Park Commission to authorize reasonable additional funds to provide such scientific review and to make every effort to obtain pro bono services.

Committee Vote: Amendment proposed by Ms. Isabel Wade that PROSAC urges the Recreation and Park Commission to authorize reasonable additional funds to provide such scientific review and to make every effort to obtain pro bono services, unanimously approved by the Committee.

Committee Vote: Motion made by Ms. Nancy Wuerfel, seconded by Ms. Sharon Eberhardt, and unanimously amended by the Committee, that PROSAC urges the Recreation and Park Commission, in the strongest possible terms, to support additional scientific review of the draft SNRAMP and to authorize reasonable additional funds to provide such scientific review and to make every effort to obtain pro bono services, and that PROSAC respectfully requests a role in defining the scope and participants in this scientific review, unanimously approved by the Committee.

DISCUSSION AND POSSIBLE ACTION REGARDING THE FOUR DRAFT OPERATIONS PLANS:

a) Discussion and possible action regarding Park Manager Program (**Mary McAllister**).

Ms. Mary McAllister submitted a letter of input regarding the Park Manager Program operations plan. Superintendent Dan McKenna responded to Ms. Allister's comments in a follow-up letter.

The Committee's discussion of this agenda item focused on the staff's process for hearing and incorporating public comment. The Committee would like to see a standard or a protocol for analyzing public comment. Chair Wade pointed out that there is a need for hiring and training additional staff to perform public outreach and to respond to public input in a knowledgeable way.

Public Comment: Mr. Stephen Cockrell remarked that the Department often followed the "gather-ignore" approach to working with the public comment.

Committee Vote: Discussion only.

DISCUSSION AND POSSIBLE ACTION REGARDING OPERATING PROCEDURES FOR PROSAC **(Marybeth Wallace)**:

a) Possibility of a PROSAC Retreat: clarification of PROSAC goals & duties.
b) PROSAC Bylaws have been finalized by the City Attorney's Office.

Vice Chair Marybeth Wallace suggested a possible PROSAC retreat to clarify the Committee's goals and objectives. The Committee made no motion in response to Ms. Wallace's proposal but agreed under Chair Wade's encouragement to convene work groups and subcommittees on budget, outreach, and acquisitions.

Ms. Wallace brought the Committee's attention to the finalized PROSAC Bylaws as well as to the correspondence by Mr. John Kennedy with the City Attorney's Office and Ms. Mary McAllister clarifying the concepts of quorum and Chair's voting ability.

Committee Vote: Discussion only.

MINUTES

Ms. Svetlana Karasyova, Recreation and Park Department staff, noted that she had received copies of the public testimonies by Mr. Stephen Cockrell and Ms. Cristy Cameron to be included into the final minutes.

Committee Vote: Motion made by Mr. Patrick Hannan and seconded by Mr. Michael Casazza to approve the September 3, 2002 minutes, with the changes noted above, unanimously approved by the Committee.

ADJOURNMENT

Committee Vote: Motion made by Mr. Patrick Hannan and seconded by Mr. Michael Casazza to adjourn the meeting at 9:45 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

/02

SAN FRANCISCO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

PLEASE NOTE WEDNESDAY MEETING SESSION

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Wednesday*, November 6, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call

2. Review of the Minutes for the October 2, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

3. PUBLIC COMMENT

4. DISCUSSION OF SEVEN DRAFT OPERATIONS PLANS - SECOND CYCLE - Discussion Item (**Isabel Wade and Lydia Zaverukha**).

5. REPORTS (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) - Discussion and Possible Action.
   a) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses.
      1) Capital Implementation Committee meeting.
   b) STANDING REPORTS:
      1) In-house capital improvement projects by site to be implemented by Structural Maintenance Division.
      2) Land acquisitions update.
      3) Monthly Capital Program report.
   c) MEMBER REPORTS: Individual research and fact finding reports:
      1) Acquisitions.
      2) Budget & alternative revenue sources.
      3) Outreach.

5. PROSAC OPERATIONAL PROCEDURES (**Isabel Wade**) - Discussion and Possible Action :
   a) Reports before the Park and Recreation Commission:
      1) To approve addendum to Vice Chair's report to the Commission on October 17, 2002 - Action Item.
   b) To hold regular PROSAC meetings on 2nd Tuesday of each month at the San Francisco County Fair Building (at 9th Avenue and Lincoln Way) beginning December 10th, 2002; to approve PROSAC work calendar for year 2003-04; to amend PROSAC Bylaws, Article IV. Meetings, Sections 1 and 2 - Action Item.

6. ADJOURNMENT

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SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Wednesday, November 6, 2002 - 6:30 p.m.

Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

Roll Call at 6:50 PM

Members Present:	Nancy Barber, Michael Casazza, Laura Cavaluzzo, Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Linda Hunter, Mary McAllister, Nino Parker, Joan Roughgarden, Rebecca Silverberg, Marybeth Wallace, and Nancy Wuerfel.
Members Excused:	Jonee Levy, Gregory Rocca, and Isabel Wade.
Members Absent:	Mark Buell, Patrick Hannan, Franco Mancini, Matthew Tuchow, and Gloria Vasquez.
Staff Present:	Svetlana Karasyova.
Quorum:	The meeting was convened with 14 members. Two members left during the course of the meeting.

Review of the Minutes for the October 2, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

Committee Vote: Motion made by Ms. Linda Hunter and seconded by Ms. Marybeth Wallace to approve the October 2, 2002 minutes, unanimously approved by the Committee.

PUBLIC COMMENT - There were no members of the public present at the meeting.

DISCUSSION OF SEVEN DRAFT OPERATIONS PLANS - SECOND CYCLE - Discussion Item (**Arthur Chang and Lydia Zaverukha**).

Ms. Lydia Zaverukha, Director of Organizational Planning, Recreation and Park Department, introduced seven draft operations plans of the second planning cycle. Ms. Zaverukha discussed the condensed timeline for the stakeholder, peer, and PROSAC review of these draft plans during the months of October-November 2002. The operations planning teams would analyze and incorporate input from the review groups in November, with comments from PROSAC being reviewed by the Steering Committee and Senior Staff in December. Responding to PROSAC's request, Ms. Zaverukha handed out a template for recording and processing peer and public comment on the draft plans. This template is used at the teams' November meetings, which are dedicated to analyzing the peer and public input. Also per PROSAC's request, the operations planning teams prepared a one-page summary sheet in accessible English.

By December 2002, PROSAC would have had the opportunity to comment on 12 draft operations plans, including the first prototype, four draft plans of the first cycle, and seven draft plans of the second cycle. On December 1, 2002, the draft operations plans are due to the Park and Recreation Commission. The Commission will review all draft plans in their original draft form. The Commission will be informed that PROSAC's comments on Cycle 2 are pending. Next step would be for the Department supervisorial staff to perform funding and other resource analyses

and to identify funding sources for the implementation of these draft plans. Pending this review, their implementation may need to be prioritized.

The Committee consented to divide up the responsibilities for reviewing seven draft operations plans:

1. The public outreach work group would review the notification & outreach/establishing design review team supporting strategies developed by the Park and Facility Design, Development, and Maintenance Team;
2. Ms. Mary McAllister would review the plan for providing constructive and interactive feedback to employees via employee performance appraisals (by the Organizational Development Accountability Team);
3. Ms. Marybeth Wallace, Ms. Jeanne Darrah, and Mr. Nino Parker would review the plan for developing and implementing standards for children and youth programming for which all staff is accountable (by the Programs, Services and Facility Use Team);
4. Mr. Michael Casazza would review the plan for developing facility management and maintenance practices for each site to ensure safe, clean and sustainable parks (by the Park and Facility Design and Development Team);
5. Ms. Jill Fox and Mr. Arthur Chang would review the plan exploring new approaches to fundraising and increased revenue generation (by the Funding and Revenue Generation Team);
6. Mr. Laura Cavaluzzo and Ms. Nancy Wuerfel would review the plan to enhance the San Francisco Recreation and Park Department's involvement of volunteer by developing a volunteer action plan (by the Partnerships and Volunteers Team);
7. Mr. Nino Parker would review the plan for creating a transportation assessment team to develop a comprehensive recreational plan.

Ms. Zaverukha encouraged PROSAC members to let her know via e-mail if they wished to hear presentations by the Steering Committee or Senior Staff members at the December 3 PROSAC meeting. Per e-mail communication on November 7, Ms. Zaverukha encouraged PROSAC to submit comments on the plans and requests for staff presentations **by November 25, 2002.** (Please note that the original due-date was December 2.)

Committee Vote: Discussion item only.

REPORTS (**Arthur Chang and Marybeth Wallace**) - Discussion and Possible Action.

a) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses.

1) Capital Implementation Committee meeting.

Vice Chair Arthur Chang reported that the meeting of the Capital Implementation Committee on October 31, 2002 was dedicated to discussion of "Capital Project Outreach Sheet and Timeline" template drafted by Chair Isabel Wade and Vice Chair Marybeth Wallace. (The Committee members received this draft document in the monthly packet in the form of a memo to Mr. Gary Hoy, Capital Program Manager.) The purpose of the proposed document is to be a one-page public information sheet to be mailed to neighborhood associations, park groups and interest parties, to be handed out at each of the subsequent public meetings for the project, and to be mailed upon public inquiry. The public information sheet will include, among other potential rubrics, the explanation of the passage of Propositions A and C; project site history and projected scope; project milestones, including the timeline for all community meetings and the project development timeline ranging from preliminary planning to construction.

In addition, Vice Chair Chang suggested that the Capital Improvement Division project managers record on the information sheet their public notification & outreach efforts. For example, the project managers could indicate how many residents they notified, and which community stakeholders - neighborhood associations, park groups and interest parties - they invited to participate at the community meetings throughout the project development. Ms. Svetlana Karasyova, Capital Improvement Division staff, added that the proposed public information sheet could be designed in conjunction with the development of the capital project database. The capital project database could perhaps support two templates, the capital project status report and the public information sheet.

Committee Vote: Discussion item only.

b) STANDING REPORTS:

1) In-house capital improvement projects by site to be implemented by Structural Maintenance Division.

The Committee discussed the staff report on in-house capital projects by site to be implemented by Structural Maintenance Division. The Capital Improvement Division staff had compiled this report in response to the Committee's motion of July 7, 2002, requesting that the Department staff clarify the structural maintenance, urban forestry, or administrative staff positions charged to non-operating and capital funding sources under the constraints of this budget year. The Committee asked for further clarification on the report and in particular:

- If the report entailed the use of the Open Space Fund alone or in conjunction with other funding sources;
- If the report involved expended or budgeted figures, in other words, if it was a retrospective or prospective report; and
- If the report showed realistic figures justified by true cause (i.e., the figure for boiler replacement at Randall Museum might seem high at first sight).

Vice Chair Chang requested that the Office of the City Attorney submit to PROSAC a legal statement explaining the use of the Open Space Fund for maintenance needs under Proposition C.

Committee Vote: Discussion item only.

2) Land acquisitions update.

Ms. Svetlana Karasyova, Capital Improvement Division Planner, briefed the Committee on the four new acquisition and jurisdictional transfer proposals outlined in the memorandum of October 24, 2002. Ms. Karasyova spoke about the multi-agency and multi-stakeholder process for evaluating acquisition proposals. This process includes the participation of community stakeholders, PROSAC representatives, the Department of Real Estate, the Planning Department, the Planning Commission, the Recreation and Park Commission, and the Board of Supervisors.

Responding to Mr. Chang's question about acquisition criteria, Ms. Karasyova emphasized that the policies of the Recreation and Open Space Element (ROSE) of the City's General Plan provide ultimate rationales for acquisition transactions. These rationales are evaluated and endorsed by the Planning Commission and the Board of Supervisors. The San Francisco Park Code, SEC. 13.02. PLANNING AND ACCOUNTABILITY, (b) Capital Plan (1-3), stipulates three acquisition criteria, among which acquiring properties in "high need areas" is given a top priority. Acquisition proposals with a substantial community investment (as PROSAC witnessed in the case of the Page Street Community Garden proposal) receive more prompt attention by the staff, but priorities and fund allocations are determined by the Recreation and Park Commission and the Board of Supervisors.

In the absence of the land acquisitions manager this fall, the planning staff would be able to develop a Draft Land Acquisition Program in the next calendar year beginning January 2003.

Committee Vote: Motion made by Ms. Mary McAllister and seconded by Ms. Nancy Barber to request that PROSAC's Land Acquisitions Study Group review and provide comment on the staff's memorandum dated October 24, 2002 regarding Fiscal Year 2002-03 Land Acquisition Update, unanimously approved by the Committee.

3) Monthly Capital Program Report.

Mr. Michael Casazza of District 7 requested that the Capital Improvement Division staff clarify the construction timeline for the Lake Merced Master Fishing Pier capital project as well as the bidding process associated with this project.

Committee Vote: Discussion item only.

c) MEMBER REPORTS: Individual research and fact finding reports:
1) Acquisitions.

Ms. Joan Roughgarden requested a correction to the PROSAC minutes of July 7, 2002 and asked the Committee to designate Ms. Jonee Levy to be Chair of the Land Acquisitions Study Group. Ms. Roughgarden argued that Ms. Levy had originally undertaken this responsibility, according to the PROSAC minutes of April 2, 2002.

There was no report presented by the Land Acquisitions Study Group.

Committee Vote: Discussion item only.

2) Budget & alternative revenue sources.

Vice Chair Chang handed out an information request prepared by the Budget Working Group. Mr. Chang emphasized that the report included a partial list of information PROSAC had been requesting over the past several months to better understand the Department's accounting system. Mr. Chang and Ms. Wuerfel formulated 13 questions to address the accounting issues under Proposition C and Proposition A and to clarify several Open Space Fund issues.

As for alternative revenue sources, the Committee had an ample discussion of how naming rights could be an alternative revenue source. The Committee consented that the issue of naming rights was complex, and that among contentious considerations were the types of naming rights, their quantity, and the ethics for granting opportunities.

Ms. Linda Hunter introduced the concept of savings as an alternative revenue source. Ms. Hunter advocated for the use of donated products and services to save public funds. Ms. Laura Cavaluzzo and Ms. Jill Fox wished to understand better the composition of "Department Generated Revenues" in the monthly operations report and the structure of permits/concessions for generating such revenues. The Department staff was going to provide assistance with these questions.

Committee Vote: Discussion item only.

3) Outreach.

Ms. Mary McAllister gave an overview of the report prepared by the Outreach Working Group. In the report, the Group identified public outreach needs and requirements for the Strategic Plan (five-year plan updated annually), Capital Plan (five-year plan updated annually), Operational Plan (five-year plan updated annually), operating budget (annually), master plans for capital projects, and surveys as required by the Board of Supervisors Ordinance, Section 3.18 (every five years). Ms. McAllister pointed out that the BOS Ordinance calling for periodic assessment of city parks and city recreation programs was a good opportunity to get started. The Group identified three major considerations and proposed several recommendations. The emphasis was on the lack of adequate staff and specialized expertise to conduct the named outreach activities. A chief recommendation was that Open Space funding not otherwise obligated by Proposition C be used as needed to establish a Public Outreach Program, which will consolidate the staff supporting the Commission, PROSAC, and the Department and seek to improve the communication between these parties.

Ms. Nancy Barber, a member of the Outreach Working Group, stated that the Group would research the Board Of Supervisor's Resolution that passed regarding surveys and research what kind of funding, if any, was included with the passage of that resolution.

The Committee proceeded with deliberations regarding the broad usefulness of surveys and the legislative responsibility of the Board of Supervisors to fund them. Ms. Joan Roughgarden questioned the use of the Open Space Fund to sponsor survey activities. Ms. Jill Fox discussed the need for a reward system to acknowledge the citizens participating in surveys.

Ms. Linda Hunter commended the Outreach Working Group for their effort and encouraged them to assign budget numbers to their proposal. Ms. Svetlana Karasyova asked the Group members to provide comments on the Draft Public Outreach & Notification Operational Plan and especially on its sections called *Designated Information Contact* and *Surveys*.

Committee Vote: Discussion item only.

PROSAC OPERATIONAL PROCEDURES (**Arthur Chang**) - Discussion and Possible Action:

a) Reports before the Park and Recreation Commission:

1) To approve addendum to Vice Chair's report to the Commission on October 17, 2002 - Action Item.

Vice Chair Chang commented in retrospect on the Chair/Vice Chair report to the Recreation and Park Commission on October 17, 2002. Chair Isabel Wade drafted the report, sent it for the Committee's review via e-mail, and designated Mr. Chang to deliver the report to the Commission. Mr. Chang's contribution to the report was the section called *Predesign Outline for Capital Projects*.

Mr. Chang reinforced some budget-related issues raised in the report. He referred to the e-mail correspondence of February 2002 from Chair Isabel Wade to the Capital Improvement Division staff. Chair Wade requested the following information, which still needs to be addressed by the staff:

1) annual accounting of contingency fund - spending for Proposition C;
2) annual accounting for open space acquisition fund, including the amount not expended annually; and
3) accounting for the capital bank of the old Open Space Fund on June 30, 2000.

Mr. Chang acknowledged the staff's comment from Ms. Svetlana Karasyova on the Chair/Vice Chair report. On the grounds that PROSAC had made no motions regarding the final revisions to the Draft Revised Capital Plan, Ms. Karasyova found the following statement to be procedurally and substantively erroneous, "The Committee does not feel that it is in a position to approve of the revised plan in its current form."

Ms. Chang called on the Committee to discuss the motion on the agenda. Ms. Joan Roughgarden moved and Ms. Sharon Eberhardt seconded to approve the Addendum to Vice Chair's report to the Commission on October 17, 2002.

In general terms, the Committee deliberated whether the report was accurate or not (Mr. Michael Casazza, Ms. Jeanne Darrah, Ms. Linda Hunter, and Mary McAllister), whether it was worthy of retrospective analysis (Ms. Mary McAllister), and whether the motion presented an opportunity to discuss a new procedure for reviewing Chair/Vice Chair reports to the Commission (Ms. Linda Hunter and Ms. Mary McAllister).

Ms. Hunter indicated that there were some things in the report she "wouldn't have said" and encouraged the Committee to separate their personal opinions from the opinion of the group. Ms. Jill Fox proposed that more time be granted for review of such reports. Ms. Fox also objected to stigmatizing of low-income communities in the report. Vice Chair Marybeth Wallace suggested that statements in the report should be reflected in the minutes and action, and that they should not be "editorialized."

Ms. Jeanne Darrah opposed to the motion on the grounds that the motion was unclear as to which section of the report was called *Addendum*; that many statements were not true, such as whether the community input was unaccepted, and whether low-income communities were in poor attendance; that some language was

inflammatory; and that the tone was not respectful of the Commission and the Department and thus not a good example of public discourse.

Ms. Linda Hunter supported Ms. Darrah's comments, especially with regard to the tone of the report. Working in park movement, Ms. Hunter acknowledged the overlooked "galvanizing" role of the capital update community workshops that inspired, for example, the 24th Street Mini Park and Argonne Playground communities to organize unprecedented citizen task forces around park issues. Ms. Hunter felt that the level of detail that PROSAC expected as a committee was too much for the community meetings.

Committee Vote: Following the Committee's discussion of Vice Chair's statement to the Commission on October 17, 2002, motion made by Ms. Joan Roughgarden and seconded by Ms. Sharon Eberhardt to approve the Addendum to Vice Chair's report to the Commission. The motion did not pass a 12-member majority vote: eleven members in favor, and one member opposed.

b) To hold regular PROSAC meetings on 2nd Tuesday of each month at the San Francisco County Fair Building (at 9th Avenue and Lincoln Way) beginning December 10th, 2002; to approve PROSAC work calendar for year 2003-04; to amend PROSAC Bylaws, Article IV. Meetings, Sections 1 and 2 - Action Item.

The proposed work schedule on the second Tuesday of each month was inconvenient for two members of the Committee. The Committee asked the staff to explore meeting opportunities on the first Wednesday of each month, among other options.

Committee Vote: Discussion only. Action continued to December 3, 2002 meeting.

ADJOURNMENT

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Ms. Nancy Barber to adjourn the meeting at 8:40 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

3/02

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, December 3, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call

2. Review of the Minutes for the November 6, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

3. PUBLIC COMMENT

4. ACTION REGARDING THE DRAFT STRATEGIC PLAN - (**Isabel Wade and Lydia Zaverukha**) - Action Item.

5. ACTION REGARDING SEVEN DRAFT OPERATIONS PLANS - SECOND CYCLE - (**Isabel Wade and Lydia Zaverukha**) - Action Item.

6. REPORTS (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) - Discussion and Possible Action.
   1) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses.
      a) Capital Implementation Committee meeting.
      b) Regarding Chair/Vice Chair reports to the Commission.
      c) Regarding the legal counsel on PROSAC's operational procedures.
   2) MEMBER REPORTS:
      a) To adopt the report by the Outreach Working Group (**Mary McAllister**).
      b) To adopt the report by the Budget Subcommittee (**Arthur Chang**).
      c) Report by the Land Acquisitions Subcommittee (**Jonee Levy**).
      d) Motion regarding the Green Building initiative (**Linda Hunter**).
   3) REQUESTED STAFF REPORTS:
      a) Monthly Capital Program report.
      b) Capital project outreach sheet: review of the proposed template.
      c) Budget/accounting clarification reports.

7. NEW MEETNG LOCATION AND WORK SCHEDULE IN THE CALENDAR YEAR 2003-2004 (**Marybeth Wallace**) - Discussion and Possible Action:
   1) To approve the work schedule for the calendar year 2003-04.
   2) To hold regular meetings at the San Francisco County Fair Building (at 9th Avenue and Lincoln Way) beginning January 2002;
   3) To amend the PROSAC Bylaws, Article IV. Meetings, Sections 1 and 2, regarding the regular meeting date and place.
   4) PROSAC elections in the calendar year 2003-2004.

8. ADJOURNMENT.

PUBLIC COMMENT PROCEDURE: Members of the public are encouraged to fill a speaker's card provided at the meeting. Please indicate on the card the speaker's name and agenda item to comment on and pass the card over to Committee Chair. Committee Chair will call on public comment in the beginning of the meeting and after each agenda item, recognizing speakers by the name on the card. Public comment on any agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.

COPIES OF EXPLANATORY DOCUMENTS are available to the public at the Recreation and Park Department, McLaren Lodge - Annex, 2nd floor (Planning Unit), 501 Stanyan Street, San Francisco, CA 94117 between the hours of 9 a.m. and 5 p.m., or on the Department Web site: http://parks.sfgov.org ("Park, Recreation and Open Space Advisory Committee", "Meeting Notices", "Meeting Information", or "Capital Improvement Division" tabs), or upon request at the above address, or by telephone at 415-831-2769, or via e-mail svetlana.karasyova@sfgov.org within three business days of a meeting.

DISABILITY ACCESS

The Golden Gate Park Senior Center is accessible by wheelchair through the front entrance. Parking is available in the front parking lot. Please contact Muni's accessible service program for lines serving this area at (415) 923-6142. Oral and sign language interpreters are available by contacting Tony Leung at 581-2543. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call Tony Leung at 581-2543 at least two working days prior to a meeting to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals. The Recreation and Park Department TTY number is 415-242-5700.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Administrator, by mail to City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, by phone at (415) 554-7724, by fax at (415) 554-5163, or by e-mail at (donna.hall@sfgov.org). Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at
http://www.sfgov.org/bdsupvrs/sunshine/ordinance.htm.

PROHIBITING USE OF CELL PHONES, PAGERS AND SIMILAR SOUNDING DEVICES

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited and at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, December 3, 2002 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call at 6:44 PM

Members Present:	Nancy Barber, Michael Casazza, Laura Cavaluzzo, Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Patrick Hannan, Linda Hunter, Jonee Levy, Nino Parker, Joan Roughgarden, Gloria Vasquez, Isabel Wade, and Nancy Wuerfel.
Members Excused:	Jill Fox, Mary McAllister, Gregory Rocca, and Marybeth Wallace.
Members Absent:	Mark Buell and Rebecca Silverberg.
Members Resigned:	Franco Mancini and Matthew Tuchow.
Staff Present:	Svetlana Karasyova and Lydia Zaverukha.

MEMBER ANNOUNCEMENTS: Mr. Matthew Tuchow of District 1 and Ms. Franco Mancini of District 10 have resigned from PROSAC. Among recently nominated members are Mr. David Miller of District 5 and Ms. Laura Bowlby of District 1 whose appointments are being reviewed by the Rules and Audits Committee.

The Board of Supervisors' Rules and Audits Committee has considered nominees for the Natural Areas Program Citizens Advisory Committee (NAPCAC). Two PROSAC members, Ms. Joan Roughgarden and Ms. Mary McAllister have been nominated to serve on NAPCAC.

The Neighborhood Parks Council is hosting an Annual Holiday Party on Thursday, December 12th, to which all PROSAC members are invited.

2. REVIEW OF THE MINUTES for the November 6, 2002 meeting **(Svetlana Karasyova)** – Discussion and Possible Action.

The Committee has requested the following corrections to the draft minutes:
1) On page 4, Item c(2), replace the word "report" with "request";
2) PROSAC has no standing Subcommittees, therefore, replace the word "subcommittee" with "working group" (specifically, Budget Working Group) and "study group" (specifically, Land Acquisitions Study Group); and
3) On page 6, under "Committee vote," delete the sentence, "Action continued to December 3 meeting..."

Committee Vote: Motion made by Ms. Linda Hunter and seconded by Mr. Patrick Hannan to approve the November 6, 2002 minutes, with the noted changes above, unanimously approved by the Committee.

3. PUBLIC COMMENT: There was no public comment.

4. ACTION REGARDING THE DRAFT STRATEGIC PLAN - **(Isabel Wade and Lydia Zaverukha)** - Action Item.

Ms. Lydia Zaverukha, Director of Operations Planning, Recreation and Park Department, has introduced the Draft Strategic Plan. After three years in the making, which included the collaboration with the consultant, the Neighborhood Parks Council, and Department staff, the Draft Strategic Plan is scheduled for the Recreation and Park Commission's review in January 2003. The Plan continues to engage a dynamic process, and it is open for comment by the senior management staff, the Steering Committee, and PROSAC prior to the Commission's meeting. All comments will be forwarded to the General Manager for final review and approval.

Ms. Zaverukha has encouraged PROSAC members to submit their comments by December 17, 2002. Department staff will make every effort to incorporate these comments before the Commission's meeting. If time does not permit, Ms. Zaverukha will disclose to the Commission that PROSAC comments are pending.

In response to Ms. Nancy Wuerfel's concern over the tone of the Vision statement, Ms. Zaverukha has clarified that a professional writer will rewrite the Vision statement at the request of the General Manager. The current draft version is a miscellany of ideas that were developed by the senior management staff in a brainstorming session. The professional writer will present some of these ideas in a respectful manner to reflect what the strategic planning process truly means for the Department.

Ms. Zaverukha has spoken to the issue of timing and coordination between the strategic and operations planning processes. It is an ongoing challenge to orchestrate the "symphony" of both planning processes. Ms. Zaverukha agreed with Ms. Laura Cavaluzzo's observation that some contents in both plans could be coordinated.

Committee Vote: Action continued to January 2003 meeting.

5. ACTION REGARDING SEVEN DRAFT OPERATIONS PLANS - SECOND CYCLE - **(Isabel Wade and Lydia Zaverukha)** - Action Item.

At the November meeting, the Committee divided up the responsibilities for reviewing seven draft plans of the second operations planning cycle. Ms. Lydia Zaverukha has received six out of seven responses. The only plan not reviewed by PROSAC is the plan for creating a transportation assessment team to develop a comprehensive recreational plan. Ms. Zaverukha handed out five staff memos in response to the PROSAC comments. One staff response is pending.

Cycle 3 for operations planning will begin with eight more strategies in January 2003. In the next cycle, comments by peer reviewers, community stakeholders, and PROSAC members will be analyzed and responded to at the same time to compress the timeline. The community stakeholders' meeting is tentatively scheduled for January 9, 2003 in the Commission's Room at McLaren Lodge. Further notice of confirmation will be sent to PROSAC.

Ms. Zaverukha has distributed copies of the status report on five strategies. Under one of the new initiatives, newly hired employees will be required to have a full-day orientation session combined with a customer-service training. Two action plans will be completed in the beginning of the next calendar year and will be forwarded to PROSAC for review at their January meeting.

Chair Isabel Wade has commended the Committee members for their work on the draft Strategic and Operations plans, emphasizing that the review of these plans is the Committee's primary responsibility specified by the City Charter. The discussion of the staff response is continued to next meeting.

Committee Vote: Action continued to January 2003 meeting.

Ms. Lydia Zaverukha has updated the Committee on the status of the future recreation assessment or survey. The Department intends to award the contract to Leon Younger and Pros, Inc. and intends to proceed with the recreation assessment as soon the funding source and amount is confirmed.

6. REPORTS (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) - Discussion and Possible Action.
   1) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses.
      a) Capital Implementation Committee meeting.

The meeting of the Capital Implementation Committee has been postponed.

b) Regarding Chair/Vice Chair reports to the Commission.

Committee Chair Isabel Wade has clarified the procedure for preparing monthly PROSAC Chair/Vice Chair reports before the Recreation and Park Commission: Reports are drafted by Chair or Vice Chair and sent to PROSAC members via-email for comment. The turnaround is fairly fast because the final report should be sent to the Commission's secretary a week before the Commission's meeting. Whoever drafts a report is encouraged to review PROSAC minutes, made available by the staff as early as possible. In particular, real actions taken by PROSAC and public testimonies during the PROSAC meetings should be accurately reflected in the Commission's report.

Ms. Linda Hunter proposed that the tone of such reports be respectful of the Department and the Commission. Ms. Laura Cavaluzzo suggested reporting the score of aye/nay votes by PROSAC members, especially in instances when one vote holds hostage a voting outcome.

c) Regarding the legal counsel on PROSAC's operational procedures.

Committee Chair Isabel Wade and Svetlana Karasyova, PROSAC supporting staff, met with a representative from the Office of City Attorney. They discussed the compliance of PROSAC members with Sunshine Ordinance when these members conduct business in work groups and study groups as opposed to standing committees subject to public notice. Chair Wade asked the City Attorney's representative to investigate the use of Open Space funds under Proposition C, especially with regard to maintenance. Chair Wade submitted other legal questions via e-mail.

Upon the request by Ms. Nancy Barber, Ms. Nancy Wuerfel and Vice Chair Arthur Chang, the staff will seek additional legal counsel on the following issues:

- To clarify exemptions under the Brown Act with regard to information/data gathering, which could occur individually or collectively. The gathered information will be presented at a meeting of a policy body, with the purpose of helping such policy body in decision-making. For example, request that the City Attorney formalize in writing the verbal opinion it issued when it was agreed that all of the PROSAC members should have been allowed on the NAP tours that were conducted for information gathering and were not in violation of the Sunshine Law under the Brown Act exemption for fact gathering.
- To clarify the term "policy body" and if a working group or a study group is considered a policy body;
- To investigate if Proposition C entails restrictions with regard to the use of the Open Space Fund, given the fact that the proposition does not identify specific uses.

   2) MEMBER REPORTS:
      a) To adopt the report by the Outreach Working Group (**Mary McAllister**).

The Committee has consented that it was important to identify additional resources to help the Recreation and Park Department conduct public outreach more effectively. However, the Committee had no agreement as to what funding source could support hiring qualified public outreach staff or contracting outreach services out. Some members questioned in earnest if the use of the Open Space Fund under the stringent budget situation would be appropriate. There were several motion reiterations on this issue.

Committee Vote: Motion made by Ms. Nancy Barber and seconded by Ms. Isabel Wade that the Committee table the vote on the Outreach Working Group's report, that the Working Group review PROSAC's considerations regarding budgeting, that the Working Group present their considerations at the next public forum, and that the Working Group refine the report after this forum discussion, unanimously approved by the Committee.

b) Report by the Land Acquisitions Study Group (**Jonee Levy**).

Ms. Jonee Levy reported that the Land Acquisitions Study Group has begun looking into the land acquisition issues.

c) Motion regarding the Green Building initiative (**Linda Hunter**).

Ms. Linda Hunter gave an overview of the green building ordinance passed by the Board of Supervisors in June 1999, requiring City departments to adhere to the principles of green building in all new capital projects. Ms. Hunter distributed a handout of selected passages from the green building ordinance.

Committee Vote: Motion made by Ms. Linda Hunter and seconded by Ms. Joan Roughgarden to request that the Capital Planning Division of the Recreation and Park Department report to this Committee what steps they are currently taking to ensure compliance with said regulation and what are the future plans of the Department relative to implementing the concepts of green building, unanimously approved by the Committee.

3) REQUESTED STAFF REPORTS:
   a) Monthly Capital Program report.

Committee Vote: Motion made by Ms. Isabel Wade and seconded by Ms. Sharon Eberhardt to recommend that Ms. Nancy Wuerfel analyze the capital budget/expenditure report form and make suggestions on how to improve this report form, unanimously approved by the Committee.

   b) Capital project outreach sheet: review of the proposed template - Not discussed.
   c) Budget/accounting clarification reports - Not discussed.

7. NEW MEETNG LOCATION AND WORK SCHEDULE IN THE CALENDAR YEAR 2003-2004 (**Marybeth Wallace**) - Discussion and Possible Action:
   1) To approve the work schedule for the calendar year 2003-04.
   2) To hold regular meetings at the San Francisco County Fair Building (at 9th Avenue and Lincoln Way) beginning January 2002;

Committee Vote: Motion made by Ms. Gloria Vasquez and seconded by Mr. Michael Casazza to hold regular PROSAC meetings at the San Francisco County Fair Building, to hold regular PROSAC meetings on the first Thursday of every month, and to approve the work schedule for the calendar year 2003-04. The motion passed an affirmative majority vote: 12 members voted for the motion. Mr. Patrick Hannan and Mr. Arthur Chang opposed.

   3) To amend the PROSAC Bylaws, Article IV. Meetings, Sections 1 and 2, regarding the regular meeting date and place.

Committee Vote: Motion made by Ms. Sharon Eberhardt and seconded by Ms. Nancy Barber to amend the PROSAC Bylaws, Article IV. Meetings, Sections 1 and 2, regarding the regular meeting date and place. The motion passed an affirmative majority vote: 12 members voted for the motion. Mr. Patrick Hannan and Mr. Arthur Chang opposed.

   4) PROSAC elections in the calendar year 2003-2004 - Not discussed.

8. ADJOURNMENT

Committee Vote: Motion made by Mr. Patrick Hannan and seconded by Ms. Jeanne Darrah to adjourn the meeting at 9:05 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

Final Schedule

PROSAC MEETING SCHEDULE FOR CALENDAR YEAR 2003-2004

First Thursday of Each Month
6:30 PM
SAN FRANCISCO COUNTY FAIR BUILDING
Golden Gate Park
Lincoln Way at 9th Avenue

Thursday, JANUARY 2, 2003
Thursday, FEBRUARY 6, 2003*
Thursday, MARCH 6, 2003
Thursday, APRIL 3, 2003*
Thursday, MAY 1, 2003*
Thursday, JUNE 5, 2003
Thursday, JULY 3, 2003**
Thursday, AUGUST 7, 2003**
Thursday, SEPTEMBER 4, 2003
Thursday, OCTOBER 2, 2003
Thursday, NOVEMBER 6, 2003
Thursday, DECEMBER 4, 2003
Thursday, JANUARY 8, 2004

IMPORTANT NOTES
*Meetings on February 6, April 3, and May 1, 2003 might be held at the Golden Gate Park Senior Center.
**The Committee might schedule a break session either in July or August 2003.

DIRECTIONS

SAN FRANCISCO COUNTY FAIR BUILDING is located at the south-east border of the Golden Gate Park at Lincoln Way @ 9th Avenue.

BY PUBLIC TRANSPORTATION: MUNI bus lines #71, #71 (L) and #44 at Lincoln Way @ 9th Avenue, bus lines #43, #6 and #66 at Judah @ 9th Avenue, and N-Judah metro stop at Irving @ 9th Avenue.

DISABILITY ACCESS

San Francisco County Fair Building is wheelchair accessible. Accessible MUNI lines serving this location are bus lines #71(L) and #44 at Lincoln Way @ 9th Avenue, bus line #43 at Judah @ 9th Avenue, and N-Judah wheelchair accessible platform at Judah @ 9th Avenue. Please contact Muni's accessible service program for lines serving this area at (415) 923-6142. Oral and sign language interpreters are available by contacting Tony Leung at (415) 581-2543. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call Tony Leung at (415) 581-2543 at least two working days prior to a meeting to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals. The Recreation and Park Department TTY number is 415-242-5700.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

PLEASE NOTE CHANGE OF MEETING DAY & PLACE

NOTICE OF PUBLIC MEETING

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Full Committee

***Thursday*, January 2, 2002**

6:30 PM

San Francisco County Fair Building
Golden Gate Park
Lincoln Way @ 9th Avenue

1. Roll Call

   - Welcome Mr. David Miller of District 5 to the Park, Recreation and Open Space Advisory Committee.
   - Welcome Ms. Laura Bowlby of District 1 to the Park, Recreation and Open Space Advisory Committee (**Isabel Wade**).

2. Review of the Minutes from the December 3rd, 2002 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

3. PUBLIC COMMENT.

4. ACTION REGARDING THE DRAFT STRATEGIC PLAN - (**Isabel Wade and Lydia Zaverukha**) - Action Item.

5. ACTION REGARDING SEVEN DRAFT OPERATIONS PLANS - CYCLE 2 - (**Isabel Wade and Lydia Zaverukha**) - Action Item.
   1) Introduction to Cycle 3 of Operations Planning (**Lydia Zaverukha**).

6. REPORTS (**Isabel Wade, Marybeth Wallace, and Arthur Chang**) - Discussion and Possible Action.
   1) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses.
      a) Capital Implementation Committee meeting.
      b) Meeting with representatives from the Operations Planning Steering Committee.
   2) MEMBER REPORTS:
      a) To adopt the report by the Outreach Working Group (**Nancy Barber**).
      b) Report by the Budget Working Group (**Nancy Wuerfel**).
   3) REQUESTED STAFF REPORTS:
      a) Monthly Capital Program report.

7. PROSAC OPERATING PROCEDURES (**Marybeth Wallace**) - Discussion and Possible Action:
   1) PROSAC elections in the calendar year 2003-2004.

8. MEMBER ANNOUNCEMENTS.

9. ADJOURNMENT.

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CORRESPONDENCE TO PROSAC AND COMMITTEE CHAIR:

Attention: PROSAC
Recreation and Park Department
McLaren Lodge - Planning
501 Stanyan Street
San Francisco, CA 94117

Via E-mail: svetlana.karasyova@sfgov.org
Via Fax: (415) 666-7130

DIRECTIONS TO PROSAC MEETING PLACE

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SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Thursday*, January 2, 2002**
6:30 PM
San Francisco County Fair Building
Golden Gate Park
Lincoln Way @ 9th Avenue

1. Roll Call at 6:45 PM

Members Present:	Nancy Barber, Laura Bowlby, Michael Casazza, Arthur Chang, Sharon Eberhardt, Jill Fox, Patrick Hannan, Linda Hunter, Jonee Levy, David Miller, Gregory Rocca, Joan Roughgarden, Gloria Vasquez, Rebecca Silverberg, Isabel Wade, Marybeth Wallace, and Nancy Wuerfel.
Members Excused:	Laura Cavaluzzo, Jeanne Darrah, Mary McAllister, and Nino Parker.
Members Absent:	None.
Members Resigned:	Mark Buell.
Staff Present:	Svetlana Karasyova and Lydia Zaverukha.
Disappearing Quorum:	Linda Hunter, Jonee Levy, and Gregory Rocca left during the course of the meeting.

Chair Isabel Wade has welcomed Mr. David Miller of District 5 and Ms. Laura Bowlby of District 1 to the Park, Recreation and Open Space Advisory Committee.

2. Review of the Minutes from the December 3rd, 2002 meeting (Svetlana Karasyova) – Discussion and Possible Action.

Committee Vote: Motion made by Ms. Sharon Eberhardt and seconded by Mr. Gregory Rocca to approve the December 3rd, 2002 minutes, unanimously approved by the Committee.

3. PUBLIC COMMENT.

Mr. Steve Cockrell of San Francisco Parks Coalition has commended Chair Isabel Wade for taking a strong stand on behalf of PROSAC in response to the Commission's action to discontinue PROSAC's monthly report to the Commission. Mr. Cockrell regards this measure as a punitive action by the Commission in response to PROSAC criticism of the Department. He feels that, since the Department management and the Commission are not adequately responsive to public input and concerns, PROSAC needs to be reporting to and working with the Neighborhood Services and Recreation Committee of the Board of Supervisors in addition to advising the Department. According to Mr. Cockrell, PROSAC has no leverage with the Department and will always be

dismissed. Mr. Cockrell hopes that PROSAC members will support Ms. Wade's position and will begin to work with the Board of Supervisors to ensure effective public participation in Recreation and Park Department affairs.

4. ACTION REGARDING THE DRAFT STRATEGIC PLAN - (Isabel Wade and Lydia Zaverukha) - Action Item.

Ms. Lydia Zaverukha, Director of Operations Planning, Recreation and Park Department, has reviewed and incorporated comments on the Draft Strategic Plan from Chair Isabel Wade. The Plan is due to the Park and Recreation Commission on January 16, 2003. There have been no comments from other PROSAC members by the set deadline of December 17, 2002. Ms. Jill Fox has emphasized the practicality of deadlines in conducting PROSAC business.

Mr. Gregory Rocca has moved and Mr. Michael Casazza has seconded to approve the Draft Strategic Plan, which includes the comments from PROSAC Chair Isabel Wade. Mr. Casazza commended the Recreation and Park Department for doing a good job with regard to strategic planning.

Vice Chair Arthur Chang and Chair Isabel Wade have clarified that the Strategic Plan will be reviewed annually in accordance with Proposition C. In response to Ms. Linda Hunter's comment, Ms. Zaverukha emphasized the need for further synthesis and coordination between the strategic and operations planning processes. She reminded the Committee about five upcoming public hearings on the subject.

Among additional strategic documents requested by PROSAC were an updated copy of the Strategic Plan; list of strategies from which teams are assigned their strategy; definitions of core versus non-core services from the Visioning Workshop; strategic planning - topics of discussion; and recommendations on strategic topics.

Committee Vote: Motion made by Mr. Gregory Rocca and seconded by Mr. Michael Casazza to approve the Draft Strategic Plan, which includes the input from PROSAC.

The motion continued to February 6, 2003 meeting. The Committee would like to review the final version of the Draft Strategic Plan before continuing with the motion.

Chair Isabel Wade has commenced an extensive discussion of how strategic planning decisions might impact the Recreation and Park Department's budget development in the next difficult fiscal year. Ms. Wade pointed out that, when it comes to budget crisis, it is critically important to prioritize services provided by the Department. Which of these services are core or non-core services (e.g., Harbor, Arboretum)? Shall the Department be a facility or program provider? Shall the Department look for opportunities of spinning off fundable non-profit entities, such as Strybing Arboretum, which is capable of securing a gardener position through gift funds? Shall the Department consider cost-per-user experience in prioritizing programs (e.g., swimming versus basketball program cost)? Finalizing a list of core services in the context of budget crisis is a strategic decision, according to Ms. Wade.

Ms. Wade has referred to Mr. Michael Frank's, Director of Finance and Administration, memorandum, which outlines a policy framework for future decision-making by Department staff and the Recreation and Park Commission. She has noted that the Department is trying to solve the budget crisis strategically, but what the Committee and the public need is final detail:

- Focus on core programs supporting the Department's mission
- Maximize revenue-generating opportunities
- Continue Department improvement initiatives and efforts
- Maintain preventative maintenance levels, particularly on new facilities
- Maintain funding that leverages external financial and volunteer resources
- Maintain geographic and economic equity

Ms. Wade has remarked that the Committee needs to be involved in this decision-making process, for members of the public tend to lobby his or her own favorite program. Vice Chair Marybeth Wallace emphasized the value of maintaining the geographic equity: What's valued in one geographic area could be less valued in another geographic area. Cost-per-user experience should not be a driving force when swimming is highly valued with the

Hamilton recreational community, according to Ms. Wallace. Ms. Rebecca Silverberg raised the issue of shared resources, such as pools, being used by the school community. Ms. Jill Fox pointed to the discrepancy between the cost of pool facilities and the lack of basic swimming programs, such as lifeguard programs, in these facilities, which leads to the question of whether pool facilities could be rented out.

Vice Chair Arthur Chang and Ms. Nancy Wuerfel have disagreed with a proposal by the Department to use the Open Space Fund to bridge the budget shortfall of $0.9 million by funding positions moved to the Open Space Fund. They proposed a motion to that effect.

Mr. Patrick Hannan and Ms. Sharon Eberhardt proposed an amendment to Mr. Chang's motion, requesting a full report from the Department on how the Open Space Fund money was spent to fund the positions during the last budget cycle.

Committee Vote: Amendment made by Mr. Patrick Hannan and seconded by Ms. Sharon Eberhardt that, before allocating additional Open Space Fund money to fund positions this fiscal year, the Department submit a full report on how the Open Space Fund money was spent to fund the positions during the last budget cycle. The amendment did not pass an affirmative vote: Four members voted for the amendment (Linda Hunter, Jill Fox, Patrick Hannan, and Marybeth Wallace), 12 members voted against the amendment (Nancy Barber, Laura Bowlby, Michael Casazza, Arthur Chang, Sharon Eberhardt, Jonee Levy, David Miller, Gregory Rocca, Gloria Vasquez, Rebecca Silverberg, Isabel Wade, and Nancy Wuerfel), and one member abstained (Joan Roughgarden).

Committee Vote: Motion made by Mr. Arthur Chang and seconded by Ms. Nancy Wuerfel to the effect that PROSAC does not approve of the Recreation and Park Department's use of the Open Space Fund to cover positions at the total cost of $0.9 million, unanimously approved by the Committee.

Ms. Joan Roughgarden has proposed that the Committee vote on Mr. Hannan's amendment as a separate motion. In addition, Mr. Gregory Rocca and Ms. Isabel Wade requested that the Department report on actual staff and specific projects performed by this staff. Chair Wade noted that she had been told by the department that the information on how these positions are used - which project site and what project scope - is unavailable due to the complicated accounting system.

Committee Vote: Motion made by Ms. Joan Roughgarden and seconded by Mr. Patrick Hannan that the Department submit a full report on how the Open Space Fund money was spent to fund the positions during the last budget cycle, including the report on actual staff and specific projects performed by this staff, unanimously approved by the Committee.

5. ACTION REGARDING SEVEN DRAFT OPERATIONS PLANS - CYCLE 2 - (Isabel Wade and Lydia Zaverukha) - Action Item.

After commenting on seven draft operations plans of the second planning cycle, PROSAC members have been encouraged to review two additional draft plans by January 17, 2003.

1) Introduction to Cycle 3 of Operations Planning (Lydia Zaverukha).

Cycle 3 of operations planning will begin next week with the first round of meetings of eight teams. The Committee members have received in their packets a brief description of eight strategies of the third cycle, and they were encouraged to participate in the research phase of operations planning. An operations team representative might call and interview an interested PROSAC member early in the planning process. In this way operations teams could obtain a proactive rather than retrospective input from PROSAC members. In addition, PROSAC members were encouraged to attend Community Stakeholder meetings and comment on draft documents – already established practices with PROSAC.

The Committee has divided up responsibilities for researching and reviewing next eight strategies:

Strategy:

1. Communicate the Department's vision & mission internally and externally (*Patrick Hannan & Nancy Barber*).
2. Standardize public signage for park and recreation facilities (*Isabel Wade*).
3. Improve and streamline the facility design and development contracting process (*Jonee Levy & Greg Rocca*).
4. Improve all phases of employee hiring & recruitment to better serve department needs (*Mary McAllister & Michael Casazza*).
5. Improve the public's ability to recognize & access Department staff by increasing their visibility and professional appearance (*Jill Fox & Laura Bowlby*).
6. Create the opportunity to develop and implement new programs (*Marybeth Wallace & Gloria Vasquez*).
7. Funding & revenue tracking & information distribution (*Isabel Wade & Arthur Chang*).
8. Develop incentive programs to improve morale & reward individual and group contributions (*Marybeth Wallace & David Miller*).

Committee Vote: Discussion only.

6. REPORTS (Isabel Wade, Marybeth Wallace, and Arthur Chang) - Discussion and Possible Action.
   1) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses.

Chair Isabel Wade has addressed the issue of terms of office and resignation on PROSAC. Nearly a half of the Committee would need to reapply and extend their terms of office as of February 1, 2003.

Chair Wade has invited PROSAC members to participate at a meeting of the Budget Working Group on Tuesday, January 14, 2002 at the Neighborhood Parks Council. The purpose of this meeting is to give input to the Department on strategic approaches to budget planning and cuts.

Chair Wade has summarized her letter of protest to Commissioner John Murray, Chair of the Recreation and Park Commission. In this letter, Chair Wade expressed her strong disagreement with Commissioner Murray's decision to move PROSAC's report to "Public Comment" instead of as an official report under the General Manager's timeslot because PROSAC were unable to submit their written comments in time for inclusion in the Commission's official packet. Chair Wade felt that meeting a secretarial deadline should not be an obstacle to communication between the Commission and the Citizens Advisory Committee.

The Committee has discussed at length the issue of communication between the Commission and PROSAC's reporting representatives. To improve this communication and based on the Committee's discussion, Ms. Jill Fox came forward with a set of measures, which she formulated in a motion seconded by Mr. Patrick Hannan.

Committee Vote: Motion made by Ms. Jill Fox and seconded by Mr. Patrick Hannan that PROSAC respectfully requests that the Recreation and Park Commission:
1) receive in their monthly packet a copy of the PROSAC draft minutes from the latest meeting and a copy of the PROSAC approved minutes from the previous meeting, as an official record of PROSAC actions, discussions, and public testimonies at PROSAC meetings;
2) schedule a regular time slot on the Commission's agenda, rather than PROSAC's current placement as part of the General Manager's Report, for a PROSAC representative's verbal report, which will summarize key actions, major points of discussion, and public testimonies. PROSAC will make every effort to prepare a written version of these comments to distribute at the meeting, assuming that the Commission might wish to take action based on some of our recommendations.
3) submit a quarterly report to PROSAC on the recommendations that the Committee has made during the quarter. PROSAC members have very deep connections to the communities throughout the 11 districts in San Francisco and would appreciate the Commission's response to their recommendations,
unanimously approved by the Committee.

   a) Capital Implementation Committee meeting.

Chair Isabel Wade and Vice Chair Marybeth Wallace attended the Capital Implementation Committee meeting on December 26, 2002. The meeting was dedicated to the discussion of public outreach issues, including the need for hiring a community outreach staff and the need for a public information sheet on capital improvement projects. The Department staff has drafted a public information sheet template based on the input from PROSAC members. The capital project directors need to prepare the public information sheet before each public meeting to give citizens a typical timeframe for implementing capital improvement projects in their communities.

b) Meeting with representatives from the Operations Planning Steering Committee.

On December 16, 2002, Chair Isabel Wade, Vice Chair Marybeth Wallace and Mr. Gregory Rocca met with the General Manager and members of the Operations Planning Steering Committee to talk about the communication protocol and decorum between the Committee members and the Department staff attending PROSAC meetings. The issues of poor tone in communication and disrespect toward Department staff were discussed at the meeting. The roots of these perceived feelings were critically examined, including the Committee's frustration with unclearly written reports, lack of detailed information, and the long history of poor communication. Among solutions to better communication were involving PROSAC members early in operations planning (for example, during the research phase), preparing reports in simple English, and observing the protocol of professional and respectful communication.

The full Committee has acknowledged the two-way nature of communication and suggested that the Department staff might consider a quarterly verbal report to PROSAC on the status of this communication.

2) MEMBER REPORTS:
   a) To adopt the report by the Outreach Working Group (Nancy Barber) - Not discussed.
   b) Report by the Budget Working Group (Nancy Wuerfel).

Ms. Nancy Wuerfel has reviewed the memorandum by Mr. Michael Frank, Director of Finance and Administration, and by Mr. Gary Hoy, Capital Program Manager, providing the budget clarification information to PROSAC members. Ms. Wuerfel has identified additional questions, which she summarized in the following motion seconded by Mr. Patrick Hannan.

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Mr. Patrick Hannan requesting that, as a follow up to the memorandum by Mr. Michael Frank and Mr. Gary Hoy, the Department report in greater detail
1) the composition of "annual projects" and "continuing projects,"
2) the use of $0.9 million from the Open Space Fund to cover positions (e.g., Who does not get it?), and
3) the amount used to balance the Department's budget, preferably by Monday, January 13, 2002,
unanimously approved by the Committee.

Ms. Wuerfel has also made specific suggestions on how to improve the capital report template - data aggregation in three-year blocks is not desirable. She questioned the identification of carry-forward funds in acquisitions under "continuing projects" and the identification of donations to the Department. She requested that the Department's report be organized in a way that it matches the Controller's Office report.

3) REQUESTED STAFF REPORTS:
   a) Monthly Capital Program report - Not discussed.

7. PROSAC OPERATING PROCEDURES (Marybeth Wallace) - Discussion and Possible Action:
   1) PROSAC elections in the calendar year 2003-2004 - Not discussed.

8. MEMBER ANNOUNCEMENTS - None.

9. ADJOURNMENT.

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Ms. Gloria Vasquez to adjourn the meeting at 9:30 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF RELOCATION OF MEETING

NOTICE IS HEREBY GIVEN that the regular meeting of the Park, Recreation and Open Space Advisory Committee meeting scheduled for **Thursday, February 6, 2003, 6:30 p.m.** at the San Francisco County Fair Building

has been relocated to

Golden Gate Park Senior Center

6101 Fulton Street at 37th Avenue.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

Golden Gate Park Senior Center Location

NOTICE OF PUBLIC MEETING

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Full Committee

***Thursday,* February 6, 2003 - 6:30 p.m.**

Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call.

2. Review of the Minutes for the January 2, 2003 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

3. PUBLIC COMMENT.

4. REPORTS - Discussion and Possible Action.
   1) STRATEGIC BUDGET CONSIDERATIONS FOR FISCAL YEAR 2003-2004 (**Isabel Wade and Elizabeth Goldstein**).

   2) REQUESTED STAFF REPORTS:
      a) Capital Improvements Advisory Committee (CIAC) Report (**Gary Hoy**).
      b) Land Acquisition Update (**Robert McDonald**).

   3) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**).
      a) Recreation and Park Commission Meeting.
      b) Capital Implementation Committee Meeting.
      c) Departmental Reorganization Chart.

   4) MEMBER REPORTS:
      a) Report by the Budget Working Group (**Nancy Wuerfel**).
      b) Report by the Outreach Working Group (**Mary McAllister**).
      c) Report regarding Athletic Fees Rate Increase for organized groups (**Gregory Rocca**).

5. PROSAC OPERATIONAL PROCEDURES (**Marybeth Wallace**).
   1) Relocation of regular meetings - Discussion and Possible Action.

6. ANNOUNCEMENTS.

7. ADJOURNMENT.

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San Francisco Recreation & Park Department

February 06, 2003

FINAL MINUTES

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee

Thursday, February 6, 2003 - 6:30 p.m.
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. Roll Call at 6:40 PM

Members Present: Laura Bowlby, Michael Casazza, Sharon Eberhardt, Jill Fox, Patrick Hannan, Linda Hunter, Jonee Levy, Mary McAllister, David Miller, Nino Parker, Gregory Rocca, Rebecca Silverberg, Gloria Vasquez, Isabel Wade, Marybeth Wallace, and Nancy Wuerfel.

Members Excused: Nancy Barber, Arthur Chang, and Jeanne Darrah.

Members Absent: Laura Cavaluzzo, and Joan Roughgarden.

Staff Present: Michael Frank, Angela Gengler, Elizabeth Goldstein, Gary Hoy, Svetlana Karasyova, and Robert McDonald.

Commissioners Present: Rebecca Prozan.

2. Review of the Minutes for the January 2, 2003 meeting (*Svetlana Karasyova*) - Discussion and Possible Action.

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Ms. Laura Bowlby to amend the January 2, 2003 minutes, with the changes noted below, unanimously approved by the Committee:

1. Page 3: "Vice Chair Arthur Chang and Ms. Nancy Wuerfel have disagreed with a proposal by the Department to use the Open Space Fund to bridge the budget shortfall of $0.9 million by funding positions moved to the Open Space Fund. They proposed a motion to that effect."

2. Page 5: " The roots of these perceived feelings were critically examined, including the Committee's frustration with unclearly written reports and lack of detailed information."

Committee Vote: Motion made by Ms. Sharon Eberhardt and seconded by Mr. Gregory Rocca to approve the January 2, 2003 minutes, with the changes noted above, unanimously approved by the Committee.

3. PUBLIC COMMENT.

Ms. Denise Couther-Graham of SEIU 790, a parent of five children and a daughter of a mother with 30 years of civil service in the Recreation and Park Department, has given a passionate speech against laying off recreation workers. She also spoke against the reduction of Latchkey Programs for children after school hours. Ms. Couther-Graham emphasized the high credentials, talents and positive role of the Department's recreation workers, many of whom are in the "as needed" hiring category and low-paid. Ms. Couther-Graham has noted that the city children are not budget line items, and they need the support and positive influence of caring adults.

Mrs. Larisa Fisher and her husband, homeowners in the Balboa Neighborhood and parents of two small children, are concerned, along with their neighbors, with the lack of recreational areas for children in the vicinity. Currently they have to drive to West Portal playground because kids physically unable to walk a mile and a half. In the Balboa Neighborhood Plan (which is being prepared by the Planning Department), they haven't seen any specific plan for a playground. This area has a large number of families with small children, yet it is one of the few neighborhoods in the city with no adequate playground. There is plenty of available space around Ocean Avenue. They feel that the city has the money available for a small playground in their neighborhood, since the city upgraded one of the two Marina playgrounds (low on kids) and put another $1.5 million into the Argonne playground in the Richmond. (Received via e-mail.)

Mr. Russell Murphy of Mission Youth Soccer League has spoken against the increase of athletic fees for the use of soccer fields by organized groups. Mr. Murphy represents a non-profit organization that provides soccer league services to 950 children in the Mission district and produces fantastic teams. About 70% of the participating children are of Latino descent, and most of these children are at risk. Mr. Murphy has stated that the increase of athletic fees will kill this popular program. He appeals to PROSAC members to seek preventive measures against the fee increase.

4. REPORTS - Discussion and Possible Action.

1) STRATEGIC BUDGET CONSIDERATIONS FOR FISCAL YEAR 2003-2004 (*Isabel Wade, Michael Frank, and Elizabeth Goldstein*).

Ms. Elizabeth Goldstein, General Manager, and Mr. Michael Frank, Director of Finance and Administration, have discussed with the Committee the challenging budget situation this coming fiscal year. Faced with a budget gap of $8.6 million, the Department undertook a strategic approach to budget balancing. Among strategic considerations were staying close to the Department's mission statement, reviewing the Strategic Plan, considering the budget balancing guidelines adopted by the Recreation and Park Commission, and performing probability analyses for generating additional revenue. If all of these strategic measures were applied, the Department would still have a $3.2 million shortfall, which might result in laying off approximately 64 positions.

The shortfall of $3.2 million does not include the amount of $0.9 million from the Open Space Fund. Ms. Goldstein has acknowledged PROSAC's opposition to the use of the Open Space Fund to balance this fiscal year's budget. This means that PROSAC estimates the total shortfall at $4.1 million, and that the Department relies on PROSAC and other stakeholders to help resolve the budget crisis with practical ideas. Ms. Goldstein and Mr. Frank handed out budget balancing worksheets for a feedback exercise.

The Committee has asked to clarify the accounting for legal expenses, and how soon

the parking program could be in place. Chair Isabel Wade was concerned with a breakdown of anticipated layoffs. Several members asked to explore the option of voluntary unpaid leave by Department employees at greater depth, perhaps, by examining this option on the citywide scale with the bargaining units. Containing or limiting paid overtime was another discussed option, with the exception for emergency response. Ms. Laura Bowlby was in favor of reexamining and reducing non-core services.

Mr. Frank concluded the discussion by saying that the complexity behind numbers does not give a full picture. For example, many non-core services generate revenue and could hardly be eliminated. The Department is currently working on restructuring the entire finance system.

Committee Vote: Discussion only.

2) REQUESTED STAFF REPORTS:

a) Capital Improvements Advisory Committee (CIAC) Report.

Implementation of Green Building Policy (*Gary Hoy*).

Mr. Gary Hoy, Capital Program Manager, has presented the 2002 Calendar Year Summary Capital Program Status Report and talked about the Program's milestones and highlights, funding and appropriations, and budget and expenditures. Mr. Hoy briefed the Committee about the Department's Draft Request for FY 2003-04 Capital Improvement and Facilities Maintenance Projects to be submitted to the Mayor's Capital Improvements Advisory Committee (CIAC). Mr. Hoy noted that the Open Space Fund, estimated at $11.87 million for capital projects in FY 2003-04, would receive $1,085,000 in the form of debt service from the Golf Fund. The FY 2003-04 request for the 2000 Neighborhood Park Bond is estimated at $37 million and includes 11 out of 45 projects to be funded with 5th Bond Sale. The remainder of the projects will be funded with 3rd and 4th Bond Sale, as already reported to PROSAC.

Mr. Hoy has described the Capital Improvement Division's plans for the implementation of the Green Building Policy. The City is currently developing 10 green building pilots. The Recreation and Park's Capital Improvement Division will implement three of these pilots, including 23rd & Treat Park and Visitacion Valley Playground. The Capital Improvement Division has contracted the HOK architectural consulting firm to develop green design guidelines. Green building approaches are anything but novel to the Department: the Hetch Hetchy Program pays for the "green increment" added to normal project development. Now the Department is developing the green design guidelines that will be above that increment threshold.

b) Land Acquisition Update (*Robert McDonald*).

Mr. Robert McDonald, Capital Improvement Division Planner and Land Acquisitions Manager, has informed the Committee about the land acquisition fund balances under the Open Space Fund Propositions E and C. The total land acquisition fund balance as of December 31, 2002 is $2,960,076. This fund balance stands for a cumulative amount of the unexpended and carry-forward funds from the following acquisition accounts: Natural Areas General (Hawk Hill and Palou-Phelps sites), Edgehill Mountain, Brooks Park, Hoff Street Park, Esprit Park, Neighborhood Park Bond 2nd Sale in FY 2000-01 (in lieu of Proposition C 5% set-aside), and Proposition C 5% set-aside in FY 2001-02.

Hoff Street Park and Esprit Park carry larger fund balances because the Department

was fortunate to receive alternative funds for the successful acquisition of these parks. The Department received a grant and gift in support of the acquisition of Hoff Street. The City also acquired Esprit Park on the Department's behalf through negotiation with a Developer in exchange for mandated development fees. It is the intent of the Department to reallocate those funds for development of those two parks, as mandated by Proposition E. (Funds for the acquisition and development of Hoff Street and Esprit Park were put in place prior to passage of Proposition C.) The Commission has approved the development of Hoff Street as a capital project. The improvement of Esprit Park is currently in the planning phase and will be presented to the Commission for project approval later this year.

Mr. McDonald has clarified, in response to the Committee's concerns, that the use of the Neighborhood Park Bond is a legitimate source of acquisition funding, that the Department and the Board of Supervisors give careful considerations as to how newly acquired sites are to be maintained, and that the Department Planners examine acquisition proposals in the context of the General Plan and Master Plan policies.

Committee Vote: Discussion only for all items.

3) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (*Isabel Wade, Marybeth Wallace, and Arthur Chang*).

a) Recreation and Park Commission Meeting.

Chair Isabel Wade has recognized Commissioner Rebecca Prozan of the Recreation and Park Commission. The Committee has expressed a general appreciation for Commissioner Prozan's attendance of this meeting and for her trying to bridge the communication between the Recreation and Park Commission and PROSAC. Commissioner Prozan has volunteered to follow up on the PROSAC motion to the Commission last month, specifically requesting that the Commission:

"schedule a regular time slot on the Commission's agenda, rather than PROSAC's current placement as part of the General Manager's Report, for a PROSAC representative's verbal report, which will summarize key actions, major points of discussion, and public testimonies. PROSAC will make every effort to prepare a written version of these comments to distribute at the meeting, assuming that the Commission might wish to take action based on some of our recommendations.

submit a quarterly report to PROSAC on the recommendations that the Committee has made during the quarter. PROSAC members have very deep connections to the communities throughout the 11 districts in San Francisco and would appreciate the Commission's response to their recommendations."

b) Capital Implementation Committee Meeting.

Vice Chair Marybeth Wallace has reported that the Committee needs to begin discussing the process for updating the Capital Program Plan this year. There were a lot of lessons learned about public outreach during the 2002 Capital Plan Update process. The Committee suggested that this discussion be placed on the next meeting agenda.

c) Departmental Reorganization Chart.

The Committee has received a copy of the Draft Departmental Reorganization Chart. Ms. Elizabeth Goldstein, General Manager, will speak to this issue at the next

meeting. The Committee is welcome to prepare questions for the General Manager's presentation.

Committee Vote: Discussion only for all items.

4) MEMBER REPORTS:

a) Report by the Budget Working Group (*Nancy Wuerfel*).

Ms. Nancy Wuerfel has prepared and discussed a handout of the Recreation and Park Department Program and Open Space Budget Comparisons FY 1999-00 to 2002-03. In her historical examination of the Open Space Fund appropriations, Ms. Wuerfel concluded that the largest share of the Open Space Fund positions and the appropriations associated with these positions fall within the category of Neighborhood Services General. Ms. Wuerfel felt that the neighborhood services function of the Open Space Fund was worthy of appreciation, along with its function to support children's programs - afterschool program, workreation program, and children baseline aquatics. If the Open Space Fund allocation parameters were to be changed, these programs might be affected. Ms. Wuerfel's analysis showed a steady growth of the Open Space Fund appropriations since 1999, proving the fact that the city property tax fares well and is reliable overtime.

On the program side, Ms. Wuerfel has brought the Committee's attention to the significant increase in the amount of the total appropriations for programs between 1999 and 2002 and to the drastic drop of these appropriations this current fiscal year 2002-03. Ms. Wuerfel also emphasized the inadequacy of the General Fund and Department Revenue appropriations, which have questionably remained of the nearly same amount since 1999, while the revenues have grown. Ms. Wuerfel wished to understand better the meaning of "continuing" and "annual" funds; she advocated for a more accessible and responsive accounting system and for any database structure change this system might require to report expenditures.

Committee Vote: Discussion only.

b) Report by the Outreach Working Group (*Mary McAllister*).

Ms. Mary McAllister has given an overview of the Outreach Working Group's findings for the benefit of the two new Committee members. The Outreach Working Group met on October 18, 2002 and identified the following needs and requirements for public outreach:

"STRATEGIC PLAN, five-year plan updated annually

CAPITAL PLAN, five-year plan updated annually

OPERATIONAL PLAN, five-year plan updated annually

OPERATING BUDGET, annually

MASTER PLANS FOR CAPITAL PROJECTS

SURVEYS AS REQUIRED BY ORDINANCE SEC 3.18, every 5 years

SEC. 3.18. PERIODIC ASSESSMENT OF CITY PARKS AND CITY RECREATION PROGRAMS:

(a) Beginning in the fiscal year 2003 2004, every five years the Recreation and Park Department shall conduct a survey of the public's opinion of the programs offered by the Recreation and Park Department, the condition of City parks and City recreational facilities under the jurisdiction of the Recreation and Park Department, and the need for changes to existing programs, parks, and recreational facilities. The Recreation and Park Department shall use the survey as a guide in its planning for park and facility renovation, acquisition and improvement, and for determining how to modify and expand its recreational programming.
(b) Within 90 days of completion of the survey, the Recreation and Park Department shall transmit to the Board of Supervisors a report of the results of the survey and the actions, if any, that the Department plans to take in response to the survey results.
(c) The Recreation and Park Department shall include the cost of the survey in its budget estimate for the fiscal year in which the survey will be conducted. (Added by Ord. 247-98, App. 7/31/98)."

On December 3, 2002, the Outreach Working Group submitted the following resolution for Committee's adoption:

RESOLUTION:

"Whereas, the Capital Planning Department of the Recreation and Parks Department does not have adequate staff to conduct these outreach activities, and

Whereas, specialized expertise is needed to conduct these outreach activities, ranging from survey research to professional facilitation of public meetings, and

Whereas PROSAC's primary commitment as a citizen's advisory committee is to ensure adequate public process,

Therefore be it resolved that,

Open Space funding not otherwise obligated by Prop C be used as needed to establish a Public Outreach Program, and

Open Space funding presently obligated for this fiscal year to the operating budget because of unanticipated budgetary shortfalls, be made available to the extent needed to develop an effective Public Outreach Program, and

The Public Outreach Program consolidate staff currently supporting the Commission, PROSAC, and Department, and/or

The conduct of these public outreach activities be subcontracted to appropriate organizations with the required expertise, and

PROSAC be represented in the development of the outreach activities (For example, PROSAC would like to see the requests for proposals for contracts to conduct surveys.), and

Required surveys be conducted as early as possible in the process so that they can be used as a tool to advertise other opportunities for the public's participation and so they can inform other outreach activities."

The Committee tabled the approval of the resolution at the December 3, 2002 meeting due to some reservations over the source of funding for the proposed activities. The Committee proposed unanimously at that time that the Outreach Working Group review PROSAC's considerations regarding budgeting, present their considerations at the next meeting, and refine the report after the full Committee's discussion.

Ms. McAllister has reported that the Outreach Working Group attempted to gather alternative proposals from PROSAC members via e-mail communication. No alternative proposals followed. Therefore, on behalf of the Outreach Working Group, Ms. McAllister moved that the Committee would approve the resolution in its original form. Chair Isabel Wade proposed that the Open Space Fund savings and increments-over-baseline could be used, rather than capital and operating allocations, to fulfill the resolution. Ms. McAllister and Ms. Fox emphasized that the resolution calls for consolidating the existing staff, currently supporting outreach functions, into a one-stop-shop entity. This staff would maintain, for example, a centralized database of all mailing addresses. Ms. McAllister also emphasized that some outreach work, such as citywide surveys, would need to be done with the help of contracted-out expertise, well established and reliable. Mr. Patrick Hannan argued that the Recreation and Park Department would need to learn how to do public outreach in-house and not to be dependent on subcontractors who might eventually go.

Committee Vote: Motion made by Ms. Mary McAllister and seconded by Ms. Jill Fox to adopt the resolution of the Outreach Working Group in its original form. The resolution passed an affirmative majority vote (14 Ayes: Laura Bowlby, Michael Casazza, Sharon Eberhardt, Jill Fox, Linda Hunter, Jonee Levy, Mary McAllister, David Miller, Nino Parker, Rebecca Silverberg, Gloria Vasquez, Isabel Wade, Marybeth Wallace, and Nancy Wuerfel; 2 Nays: Patrick Hannan and Gregory Rocca).

c) Report regarding Athletic Fees Rate Increase for organized groups (*Gregory Rocca*).

Mr. Gregory Rocca has submitted a handout for the Committee's consideration of 2003 Proposed Fee Schedule for the use of sports fields (soccer, baseball, etc.) by city residents, non-residents, and business users.

Committee Vote: Discussion only.

5. PROSAC OPERATIONAL PROCEDURES (*Marybeth Wallace*).

1) Relocation of regular meetings - Discussion and Possible Action.

Committee Vote: Motion made by Mr. Patrick Hannan and seconded by Ms. Linda Hunter to hold regular PROSAC meetings on first Tuesday of each month, to hold regular PROSAC meetings at the Golden Gate Park Senior Center, and to amend PROSAC Bylaws to reflect that change, unanimously approved by the Committee.

6. ANNOUNCEMENTS.

7. ADJOURNMENT.

Committee Vote: Motion made by Mr. Patrick Hannan and seconded by Mr. Michael Casazza to adjourn the meeting at 9:45 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order

in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

Golden Gate Park Senior Center Location
First Tuesday of Each Month

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* March 4, 2003 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL.

2. REVIEW OF THE MINUTES for the February 6, 2003 meeting (**Svetlana Karasyova**) – Discussion and Possible Action.

3. PUBLIC COMMENT.

4. DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED DRAFT POLICIES ON THE USE OF THE OPEN SPACE FUND UNDER PROPOSITION C (**Isabel Wade, Elizabeth Goldstein, Michael Frank, and Gary Hoy**) - Discussion and Possible Action.

5. REPORTS - Discussion and Possible Action.
   1) REQUESTED STAFF REPORTS:
      a) Departmental Reorganization Chart (**Elizabeth Goldstein**).
      b) Report on Budget Submitted to Mayor's Office (**Michael Frank**).

   2) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (**Isabel Wade, Marybeth Wallace, and Arthur Chang**)
      a) Recreation and Park Commission Meeting.
      b) Capital Implementation Committee Meeting.

   3) MEMBER REPORTS:
      a) Public Outreach (**Jill Fox**).
      b) Budget (**Nancy Wuerfel**).
      c) Staffing (**Isabel Wade**).

6. DISCUSSION AND POSSIBLE ACTION REGARDING CAPITAL PLANNING OUTREACH PROCESS, INCLUDING ANNUAL UPDATE OF CAPITAL PLAN (**Isabel Wade and Marybeth Wallace**) - Discussion and Possible Action.

7. ANNOUNCEMENTS.

8. ADJOURNMENT.

PUBLIC COMMENT PROCEDURE: Members of the public are encouraged to fill a speaker's card provided at the meeting. Please indicate on the card the speaker's name and agenda item to comment on and pass the card over to Committee Chair. Committee Chair will call on public comment in the beginning of the meeting and after each agenda item, recognizing speakers by the name on the card. Public comment on any agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.

COPIES OF EXPLANATORY DOCUMENTS are available to the public at the Recreation and Park Department, McLaren Lodge - Annex, 2nd floor (Planning Unit), 501 Stanyan Street, San Francisco, CA 94117 between the hours of 9 a.m. and 5 p.m., or on the Department Web site: http://parks.sfgov.org **("Park, Recreation and Open Space Advisory Committee", "Meeting Notices", "Meeting Information", or "Capital Improvement Division" tabs), or upon request at the above address, or by telephone at 415-831-2769, or via e-mail** svetlana.karasyova@sfgov.org **within three business days of a meeting.**

DISABILITY ACCESS

The Golden Gate Park Senior Center is accessible by wheelchair through the front entrance. Parking is available in the front parking lot. Please contact Muni's accessible service program for lines serving this area at (415) 923-6142. Oral and sign language interpreters are available by contacting Tony Leung at 581-2543. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call Tony Leung at 581-2543 at least two working days prior to a meeting to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals. The Recreation and Park Department TTY number is 415-242-5700.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Administrator, by mail to City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, by phone at (415) 554-7724, by fax at (415) 554-5163, or by e-mail at (donna.hall@sfgov.org). Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at
http://www.sfgov.org/bdsupvrs/sunshine/ordinance.htm.

PROHIBITING USE OF CELL PHONES, PAGERS AND SIMILAR SOUNDING DEVICES

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited and at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* March 4, 2003 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL at 6:40 PM:

Members Present: Nancy Barber, Laura Bowlby, Michael Casazza, Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Patrick Hannan, Jonee Levy, Mary McAllister, David Miller, Nino Parker, Isabel Wade, and Nancy Wuerfel.

Members Excused: Linda Hunter and Marybeth Wallace.

Members Absent: Laura Cavaluzzo, Gregory Rocca, Joan Roughgarden, Rebecca Silverberg, and Gloria Vasquez.

Staff Present: Gary Hoy and Svetlana Karasyova.

2. REVIEW OF THE MINUTES for the February 6, 2003 meeting (*Svetlana Karasyova*) – Discussion and Possible Action.

Correction: Ms. Nancy Barber was excused from the February 6, 2003 meeting.

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Ms. Sharon Eberhardt to approve the February 6, 2003 minutes, unanimously approved by the Committee (*Note: Mr. Patrick Hannan and Mr. Nino Parker were not present during the passage of this motion).*

3. PUBLIC COMMENT. There has been no public comment.

4. DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED DRAFT POLICIES ON THE USE OF THE OPEN SPACE FUND UNDER PROPOSITION C (*Gary Hoy*) - Discussion and Possible Action.

Mr. Gary Hoy, Capital Program Manager, has presented three draft policies on the use of the Open Space Fund, as defined by Charter Section 16.107 PARK, RECREATION AND OPEN SPACE FUND (Proposition C, March 2002), for recommendation to PROSAC and the Recreation and Park Commission. Two draft policies spell out the appropriation process for and the use of the two designated funds under Proposition C – the Acquisition of Real Property Fund and Contingency

Reserve Fund. The third draft policy clarifies the terms for repaying the Open Space Fund monies borrowed for the Harding Park/Jack Fleming Golf Course Renovation Project.

The following were the two **PROSAC recommendations** in response to Mr. Hoy's presentation:

1. Ms. Mary McAllister has moved, and the Committee consented unanimously, that all reporting of acquisition funding in the Open Space fund explicitly show interest earnings on unexpended balances, as required by Proposition C legislation.
2. Ms. Nancy Wuerfel and Mr. Patrick Hannan have proposed, and the Committee has consented unanimously, that the loan repayment installments from the Golf Fund to the Open Space Fund be used specifically for capital projects in neighborhood parks.

Below is the summary of the Staff Recommendations, followed by the Committee Vote in response to these recommendations:

Staff Recommendation: Resolved that the Recreation and Park Commission does hereby recommend the following policy:

1. The Recreation and Park Department will appropriate 5% of the monies, defined by Charter Section 16.107 PARK, RECREATION AND OPEN SPACE FUND - Section: (b) as funds for "Acquisition of Real Property." The Department shall use actual not less than 5% of the projected tax revenue, as determined by the Controller, as the basis of each annual appropriation. If necessary, the Department will make adjustments to the appropriation amount in the final year of authorization to assure a minimum of 5% of all the tax revenues deposited during the program are allocated to the acquisition of real property.
2. The Recreation and Park Department may use other fund sources to meet the goal of acquisition provided those sources represent actual monies spent on acquisition from either public or private funds approved by the Commission and the Board of Supervisors. The Department will provide an annual support to the Commission accounting for all appropriations and expenditures at the close of each fiscal year.

Committee Vote: Motion made by Ms. Jeanne Darrah and seconded by Ms. Laura Bowlby to the effect that the Recreation and Park Commission approve of the Department staff's recommendation regarding the Open Space Fund Policy for the determining the annual appropriation of funds for "Acquisition of Real Property" and use of other sources to meet the acquisition requirement, as stated above, unanimously approved by the Committee (*Note: Mr. Patrick Hannan was not present during the passage of this motion*).

Staff Recommendation: Resolved that the Recreation and Park Commission does hereby recommend the following policy:

The Recreation and Park Department will appropriate 3% of the monies, defined by Charter Section 16.107 PARK, RECREATION AND OPEN SPACE FUND - Section: (b) as "Contingency Reserve Funds." The Department shall use 3% of the projected revenue, as determined by the Controller, as the basis for each annual appropriation, and shall use the "Contingency Reserve Funds" for recurring maintenance of capital projects involving properties renovated, improved, newly constructed or acquired following the passage of Charter Revision (Proposition C in March 2000).

Committee Vote: Motion made by Ms. Sharon Eberhardt and seconded by Mr. Michael Casazza to the effect that the Recreation and Park Commission approve of the Department staff's recommendation regarding the Open Space Fund Policy for the Undesignated Contingency, as stated above, unanimously approved by the Committee.

Staff Recommendation: Resolved that the Recreation and Park Commission does hereby recommend the following policy:

The Recreation and Park Department will repay the Open Space Fund for those monies borrowed in support of the Harding Park/Jack Fleming Golf Course Renovation Project at a rate equal to the annual fiscal year interest rate earned by the City and County of San Francisco's "Pooled Interest Account" invested and managed by the Treasurer. The rate will vary annually, based on the prior year's interest rate. The loan will be repaid in 25 installments paid at one installment per year with revenue from the Golf Fund.

Committee Vote: Motion made by Ms. Nancy Wuerfel, amended by Mr. Patrick Hannan, and seconded by Ms. Jeanne Darrah to the effect that the Recreation and Park Commission approve of the Department staff's recommendation regarding the use of the Open Space Fund as a loan to the Golf Fund under the stipulation that the repaid funds to the Open Space Fund be used specifically for capital projects in neighborhood parks, unanimously approved by the Committee.

5. REPORTS - Discussion and Possible Action.
   1) REQUESTED STAFF REPORTS:
      a) Departmental Reorganization Chart (*Isabel Wade*).

The Committee has requested that the General Manager make a verbal overview of the Departmental Reorganization Chart at the April 1, 2003 meeting, and that she provide a rationale for grouping of positions, examples of job description for proposed positions, and explain what these new positions will cost the Department.

Committee Vote: Discussion item only.

      b) Report on Budget Submitted to Mayor's Office (*Isabel Wade*).

Committee Vote: Motion made by Ms. Nancy Barber and seconded by Ms. Jonee Levy that the PROSAC Chair write a letter to Mr. Herrera, citing our request for a legal opinion regarding the use of the Open Space Funds to balance the budget, unanimously approved by the Committee.

According to Ms. Barber, PROSAC questioned the legality of this action last year and demands an answer after more than 11 months when the original request was made of the City Attorney's Office.

   2) CHAIR AND VICE CHAIRS REPORT: Meetings held, hearings attended, letters sent and responses (*Isabel Wade and Arthur Chang*)
      a) Recreation and Park Commission Meeting.
      b) Capital Implementation Committee Meeting.

Committee Vote: Motion made by Ms. Isabel Wade and seconded by Ms. Sharon Eberhardt to the effect that the Department staff report on the status of the Park Renaissance Project, including the status of funding associated with this Project, unanimously approved by the Committee.

3) MEMBER REPORTS:

a) Public Outreach (*Jill Fox*).

Ms. Jill Fox has come up with an idea of having PROSAC produce a series of informational brochures for community members who inquire about public involvement and community fundraising processes. This idea grew out of a series of e-mails between a community member complaining about the lack of a playground in her neighborhood and PROSAC members trying to offer her advice. Ms. Fox noted that the brochure series would allow PROSAC to be proactive in giving advice to the public, rather than just to the Commission, and provide the Committee a forum for their collective wisdom. Based on her personal experience as park advocate, Ms. Fox prepared a handout spelling out 10 points that could be considered by children's playground advocates. Committee discussion of these 10 points and of other relevant ideas was continued to April 1, 2003 meeting.

Committee Vote: Discussion item only.

b) Budget (*Nancy Wuerfel*).

Ms. Nancy Wuerfel has made recommendations to Mr. Gary Hoy on how to improve the capital reporting format. Ms. Wuerfel discussed with the Committee her analysis of monthly capital expenditures of Open Space Funds between October 2002 and January 2003. She questioned the distribution of large expenditures to acquire Hawk Hill.

Committee Vote: Discussion item only.

c) Staffing (*Isabel Wade*).

Chair Isabel Wade has distributed a handout -- an historical analysis of the Recreation and Park Department gardener and custodian positions (Classifications 3417 and 2708) between 1994 and 2003. These positions are summarized in a matrix in terms of average FTEs worked, authorized positions, attrition savings, and percent of total positions. This analysis has been prepared by the Neighborhood Parks Council and the Friends of McLaren Park. Committee discussion of the handout was continued to April 1, 2003 meeting.

Committee Vote: Discussion item only.

6. DISCUSSION AND POSSIBLE ACTION REGARDING CAPITAL PLANNING OUTREACH PROCESS, INCLUDING ANNUAL UPDATE OF CAPITAL PLAN (**Isabel Wade and Marybeth Wallace**) - Discussion and Possible Action.

The Committee has examined the shortfalls of the 2002 Capital Plan Update community outreach process and possibilities for improvement of this process this fiscal year. Chair Isabel Wade has nominated Vice Chair Marybeth Wallace to facilitate a task force on this issue. Among task force volunteers are Ms. Laura Bowlby, Ms. Jeanne Darrah, and Mr. Patrick Hannan.

The task force has been charged to evaluate the following considerations:

- ✓ Timing for community meetings (e.g., the month of September is a possibility)
- ✓ Number of community meetings (e.g., hold one large meeting and break into district sessions)
- ✓ Outreach through neighborhood associations (go-to-the-community method)
- ✓ Grouping of supervisorial districts
- ✓ Developing budgetary estimates (e.g., dollar value versus point value)
- ✓ Using videotaped or virtual promotional materials as a cost-effective method
- ✓ Developing a feedback template, simple in use and prompting more objective analysis
- ✓ Exploring Web site possibilities
- ✓ Emphasis on community input regarding real property acquisitions
- ✓ Briefing and explanatory materials regarding capital projects

Committee Vote: Discussion item only.

7. ANNOUNCEMENTS.

Mr. Jill Fox has informed the Committee about the upcoming symposium, "On the Waterfront: Planning for People, Parks and the Bay" -- to be held on Friday, May 2, 2003. Please save the date.

8. ADJOURNMENT.

Committee Vote: Motion made by Ms. Jeanne Darrah and seconded by Mr. Patrick Hannan to adjourn the meeting at 9:15 PM, unanimously approved by the Committee.

Committee Member Amendments: There have been three amendments since the first copy of these draft minutes submitted to the Recreation and Park Commission for the March 20, 2003 meeting. Ms. Mary McAllister has proposed that the PROSAC recommendation on page 2 read as follows, " Ms. Mary McAllister has moved, and the Committee consented unanimously, that all reporting of acquisition funding in the Open Space fund explicitly show interest earnings on unexpended balances, as required by Proposition C legislation." Mr. Patrick Hannan has requested that the supporting staff transcribe the motion by Ms. Nancy Barber as recorded on the tape (page 3, bottom paragraph) and present this transcribed motion for the Committee's considerations in the amended draft minutes. The staff has made a correction that the motion by Ms. Nancy Barber is seconded by Ms. Jonee Levy.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

/03

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* April 1, 2003 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL.

2. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the March 4, 2003 Meeting (**Svetlana Karasyova**).

3. PUBLIC COMMENT.

4. FY2003-2004 DEPARTMENT BUDGET - Discussion and Possible Action (**Isabel Wade**).
   a) Review of Current Budget Situation.
   b) Review of Proposed Budget Balancing Ideas.

5. REPORTS - Discussion and Possible Action.

   1) REQUESTED STAFF REPORTS:
      a) Departmental Reorganization Chart (**Elizabeth Goldstein**).
      b) Park Renaissance Project (**Jill Fox**).
      c) Public Outreach (**Nino Parker**).
   2) CHAIR AND VICE CHAIR REPORTS (**Isabel Wade, Arthur Chang and Marybeth Wallace**):
      a) Park and Recreation Commission Meeting.
      b) Capital Implementation Committee Meeting:
         (1) 2003-04 Capital Plan Update Process (**Marybeth Wallace**).
   3) MEMBER REPORTS:
      a) PROSAC Brochures (**Jill Fox**).
      b) Budget (**Nancy Wuerfel**).

6. ANNOUCEMENTS.

7. ADJOURNMENT.

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CORRESPONDENCE TO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Attention: PROSAC, c/o Svetlana Karasyova, Park Planner
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SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* April 1, 2003 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL at 6:34 PM:

Members Present: Nancy Barber, Laura Bowlby, Michael Casazza, Laura Cavaluzzo, Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Patrick Hannan, Linda Hunter, Jonee Levy, Mary McAllister, David Miller, Rebecca Silverberg, Isabel Wade, Marybeth Wallace, and Nancy Wuerfel.

Members Excused: Jonee Levy.

Members Absent: Nino Parker, Gregory Rocca, Joan Roughgarden, and Gloria Vasquez.

Staff Present: Angela Gengler, Elizabeth Goldstein, and Svetlana Karasyova.

2. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the March 4, 2003 Meeting (*Svetlana Karasyova*).

Committee Vote: Motion made by Ms. Nancy Barber and seconded by Ms. Sharon Eberhardt to approve the March 4, 2003 minutes as amended, unanimously approved by the Committee (*Note: Mr. Patrick Hannan was not present during the passage of this motion*).

3. PUBLIC COMMENT.

With regards to budget balancing ideas, Mr. Morley Singer has urged the Recreation and Park Department (RPD) to eliminate the Natural Areas Program (NAP). Mr. Singer asserts that the program shows little or no evidence of substantial accomplishment. If anything has been accomplished it is of little interest to city dwellers who are not part of the zealous minority dedicated to the program. More important, the actions of NAP have been an ongoing major source of antagonism and hostility to RPD that deserves the full support of city residents. But the endless battles with the neighborhoods, the indifference to neighborhood concerns, the relentless efforts to destroy plants and trees arbitrarily declared as 'non-native' - carried out by a small group of misguided zealots. Wider exposure of the monetary indiscretions of NAP, which numerous neighborhood organizations are planning, could do harm to RPD, which has more important programs to attend to. (*Abbreviated. The letter was read aloud in full at the meeting.)*

Ms. Margo Bors has sent a flyer promoting the exhibition, *Native Wildflowers of San Francisco's Bayview-Hunters Point Area*, by the Yerba Buena Chapter Photographers of the California

Native Plant Society at Bayview/Anna E. Waden Branch Library from March 25 to May 31, 2003. The Bayview-Hunters Point area of southeast San Francisco is home to a diversity of natural areas supporting native wildflower populations that have managed to survive 200 years of development and urbanization. Yerba Buena Photographers present this exhibition with the hope that public awareness will be raised, and people will work to protect and preserve this precious natural heritage. Details of the two Bayview-Hunters Point wildflower walks on Saturday, April 26 and Saturday, May 24, 2003, being offered by the local California Native Plant Society's local chapter in conjunction with the exhibition, can be seen on the Web at http://cnps-yerbabuena.org.

4. FY2003-2004 DEPARTMENT BUDGET - Discussion and Possible Action (*Isabel Wade*).
   a) Review of Current Budget Situation.
   b) Review of Proposed Budget Balancing Ideas.

Chair Isabel Wade has expressed her deepest concern over a potential layoff of five gardener positions, which are in line among two top contingency measures, in addition to other eliminated positions during this fiscal year budget crisis. The Recreation and Park Commission identifies other contingency priorities, such as the closure of recreation facilities on Sundays, Mondays and holidays and the closure of one pool. All measures being considered, the Department still faces the budget shortfall of at least $1.5 million.

Chair Wade has commended the Recreation and Park Department staff for summarizing the budget balancing ideas received from community members during the public meetings. The summary matrix lists idea-statements and allows for their distribution on the spectrum of reality from being currently explored to being partially implemented. The advantage of the matrix is in showing how the public comments will be incorporated, even if rejected.

In response to the Department's summary of the budget balancing ideas and the letter from Mr. Morley Singer, the Committee has unanimously approved of the following recommendations by Committee members:

Ms. Laura Bowlby recommends that the contingency measure of laying off five gardener positions be placed in tier 3 and not in tier 1 or 2.

Ms. Bowlby also encourages the Department to reconsider the overweighed breadth of its recreation programs in accordance with the Department's core values and visions.

Ms. Laura Cavaluzzo on behalf of SFDOG dissuades the Department to spend any staff hours or capital funds on either research or implementation of the ideas pertaining to dog runs, for the dog-owner community supports no concept of dog runs in principal. Building no dog runs is a cost-saving measure.

Ms. Sharon Eberhardt, joined by the rest of the Committee, is against the concept and precedence of selling parklands as a budget balancing measure. The Neighborhood Association of District 11 is strongly against the idea of selling Geneva Avenue Strip.

Ms. Jill Fox restates the Committee's support for the Department's effort to seek revenue-generating opportunities in the area of naming rights.

Ms. Linda Hunter recommends that the Department partner with San Francisco schools and have schoolchildren work in public service.

Ms. Mary McAllister proposes that the budget for the Natural Areas Program be reduced to the floor mandated by Proposition C of the appropriation in fiscal year 2000.

Ms. Isabel Wade recommends that gardener resources be redirected as needed, for example, that the Natural Area Program gardeners step into neighborhood parks and not garden in exclusive natural areas alone. This idea can work best in parks like Buena Vista, where the designated natural area is a portion of a regional park.

Ms. Wade also encourages the Department to use the volunteer service of cost-saving consultants.

Ms. Nancy Wuerfel advocates for an expanded Volunteers Program showing the breadth of volunteer service, especially enhanced on the recreation side and engaging numerous volunteers in all city parks beyond the natural areas.

Committee Vote: By consent. Discussion only.

5. REPORTS - Discussion and Possible Action.

1) REQUESTED STAFF REPORTS:

a) Departmental Reorganization Chart (**Elizabeth Goldstein**).

Ms. Elizabeth Goldstein, General Manager of the Recreation and Park Department, has introduced her considerations for improving the organizational structure of the Department. There are several rationales for this reorganization effort:

- Align structure to support Strategic Plan goals.
- Create transparency for the public - the existing structure is hard to follow.
- Create efficiencies that aid current fiscal situation.
- Streamline structure to create greater ownership of Department functions by managers and employees.
- Have a second in command in operations, which is common to parks and recreation departments nationwide.

A proposed structure primarily reorganizes existing manager positions into newly aligned management teams. The positions that are proposed anew and not authorized at this time -- director of partnerships and communications and arts and museums director -- will not be filled during the difficult budget time. The idea of a new Environmental Division, currently not authorized, comes directly from the Strategic Plan. This Division will comprise existing divisions, such as IPM and Natural Areas, and formalize the Department's current efforts in environmental education, recycling and sustainability. Department services will be grouped into two broad categories of Citywide Services and Neighborhood Services. The Neighborhood Services will be geographically provided in four Quadrants. Short-term budget issues may demand that the two existing assistant superintendents manage the four Quadrants. Long-term, four assistant superintendents will manage the four Quadrants.

The Committee has requested that the General Manager correct as necessary and be consistent in the use of the terms "vacant" and "not authorized," which codify the unfilled manager positions. Furthermore, the Volunteers Program is missing in the proposed structure.

Chair Isabel Wade has urged the Department to place civic plazas under Citywide Services. Chair Wade states that civic plazas are different from neighborhood parks in use and maintenance, that they should not share the scarce gardener resources allocated for the neighborhood parks, and that they should be funded from a different maintenance fund. In response, the General Manager has talked about the Department's effort to extend the geographic area for the Downtown Fund, which pays for projects like Union Square.

Committee Vote: Discussion only.

b) Park Renaissance Project (*Jill Fox*).

The General Manager has clarified that the Park Renaissance initiative morphed into four administrative positions focusing on strategic, operational and capital planning issues in the Recreation and Park Department.

c) Public Outreach (*Nino Parker*) - Discussed under "2003-04 Capital Plan Update Process."

Committee Vote: Discussion only.

2) CHAIR AND VICE CHAIR REPORTS (*Isabel Wade, Arthur Chang and Marybeth Wallace*):
   a) Park and Recreation Commission Meeting - Not discussed.
   b) Capital Implementation Committee Meeting:
      (1) 2003-04 Capital Plan Update Process (*Marybeth Wallace*).

Ms. Angela Gengler, Capital Improvement Division, has presented the draft timeline for the 2003-04 Capital Plan Update Process and emphasized the Division's commitment to baseline data collection and analysis. The PROSAC working group -- Ms. Laura Bowlby, Ms. Jeanne Darrah, Mr. Patrick Hannan, and Vice Chair Marybeth Wallace -- have joined in the discussion and introduced a multi-tiered approach to community involvement. The first level is to provide and receive basic information about the Capital Program. The second level is to encourage an understanding of park issues and improvements as well as capital budget constraints. The third level is to create a dialogue about more sophisticated citywide park planning issues and capital funding strategies. The working group proposes the format of four "Parks Repair and Improvement Fairs." The meetings will be divided into three basic sections:

- Capital Program overview - Department presentation.
- Information gathering at district stations (e.g., easy-to-fill-out questionnaires).
- Discussion of neighborhood and citywide "dilemmas" associated with the Capital Program.

In response to the presentations, the Committee has proposed that:

- The working group continue to refine the timeline and content details.
- The public outreach activities begin long before the public meetings.
- Neighborhood associations be sent a save-the-date card and materials to prepare for the public meetings (perhaps, a questionnaire to learn about neighborhood association issues).
- Department and PROSAC finalize a list of neighborhood associations to notify.

- Department use the words "questionnaire" and "feedback form" rather than "survey," for the latter implies statistical validity based on sampling methodologies.
- Department host four public meetings in the month of September.

Committee Vote: Discussion only.

3) MEMBER REPORTS:

a) PROSAC Brochures (*Jill Fox*).

Ms. Jill Fox has received the Committee's support to produce a series of PROSAC informational brochures. The purpose is to raise public awareness about different ways of civic engagement in park planning issues. Examples of such issues are land acquisitions, children's playgrounds, or dog play areas.

Committee Vote: Discussion only.

b) Budget (*Nancy Wuerfel*).

Ms. Nancy Wuerfel continues to work with Mr. Gary Hoy, Capital Program Manager, on clarifying the capital expenditures for the Natural Areas Program, Urban Forestry Program, Volunteers Program, and Community Gardens. The issue is that these programs use a portion of funds that are nominally called "capital" but used for routine operations under the circumstances foregoing the passage of Propositions A and C. The Department has a cumbersome accounting system, which poses a difficulty in tracking such operations expenditures.

Committee Vote: Discussion only.

6. ANNOUCEMENTS.

SPUR and Neighborhood Parks Council co-sponsor the conference *On the Waterfront: Planning for People, Parks & the Bay* on Friday, May 2, 2003. On Thursday, May 1, 2003, SPUR hosts an opening reception featuring a guest speaker, Gordon Price.

7. ADJOURNMENT.

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Ms. Marybeth Wallace to adjourn the meeting at 9:20 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

/03

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* May 6, 2003 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

no quorum

1. ROLL CALL.

2. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the April 1, 2003 Meeting (**Svetlana Karasyova**).

3. PUBLIC COMMENT.

4. DISCUSSION AND POSSIBLE ACTION REGARDING EIGHT DRAFT OPERATIONS PLANS OF THE 3RD PLANNING CYCLE (**Marybeth Wallace and Lydia Zaverukha**).

5. REPORTS - Discussion and Possible Action.

   1) STAFF REPORTS:
      a) Update on Capital Improvement Bond Requests in FY 2003-2004 (**Gary Hoy**).
   2) CHAIR AND VICE CHAIR REPORTS:
      a) Capital Implementation Committee Meeting (**Marybeth Wallace and Arthur Chang**).
   3) MEMBER REPORTS:
      a) 2003 Capital Plan Update Process (**Laura Bowlby, Jeanne Darrah, Patrick Hannan, and Marybeth Wallace**).
      b) Budget (**Nancy Wuerfel**).
      c) Capital Contract Requirements (**Greg Rocca**).

6. ANNOUCEMENTS.

7. ADJOURNMENT.

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OPEN SPACE ADVISORY COMMITTEE

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/03

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* June 3, 2003 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL.

2. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the April 1, 2003 Meeting (**Svetlana Karasyova**).

3. PUBLIC COMMENT.

4. DISCUSSION AND POSSIBLE ACTION REGARDING EIGHT DRAFT OPERATIONS PLANS OF THE 3RD PLANNING CYCLE (**Isabel Wade and Lydia Zaverukha**).

5. LAND ACQUISITIONS UPDATE: STRATEGIES FOR LONG-RANGE PLANNING AND CURRENT PROPOSALS - Discussion and Possible Action (**Vidya Tikku, Robert McDonald, and Svetlana Karasyova**).

6. REPORTS - Discussion and Possible Action.

    1) CHAIR AND VICE CHAIR REPORTS:
        a) Capital Implementation Committee Meeting (**Isabel Wade, Marybeth Wallace, and Arthur Chang**).
    2) MEMBER REPORTS:
        a) 2003 Capital Plan Update Process (**Laura Bowlby, Jeanne Darrah, Patrick Hannan, and Marybeth Wallace**).
        a) Update on Capital Improvement Bond Requests in FY 2003-2004 (**Nancy Wuerfel**)
        b) Budget (**Nancy Wuerfel**).
        c) Capital Contract Requirements (**Greg Rocca**).

7. ANNOUCEMENTS.

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San Francisco Recreation & Park Department

June 03, 2003

FINAL MINUTES

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Full Committee

***Tuesday*, June 3, 2003 - 6:30 p.m.**

Golden Gate Park Senior Center

6101 Fulton Street at 37th Avenue

1. ROLL CALL at 7 PM: Members Present: Nancy Barber, Laura Bowlby, William Carlin, Michael Casazza, Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Patrick Hannan, Linda Hunter, Jonee Levy, Isabel Wade, Marybeth Wallace, and Nancy Wuerfel.

Members Excused: Laura Cavaluzzo, David Miller, and Gregory Rocca.

Members Absent: Mary McAllister, Nino Parker, Rebecca Silverberg, Joan Roughgarden, and Gloria Vasquez.

Staff Present: Svetlana Karasyova, Robert McDonald, and Lydia Zaverukha.

Guests Present: Vidya Tikku, Neighborhood Parks Council.

NEW MEMBER WELCOME: Chair Isabel Wade has welcomed Mr. William Carlin of Supervisorial District 10 to the Park, Recreation and Open Space Advisory Committee.

2. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the April 1, 2003 Meeting (*Svetlana Karasyova*).

Committee Vote:Motion made by Ms. Sharon Eberhardt and seconded by Ms. Nancy Barber to approve the April 1, 2003 minutes, unanimously approved by the Committee.

3. PUBLIC COMMENT:

Mr. Shawn Collins, Mr. Jonathon Gomwalk, Ms. Mary Lee Kane, Ms. Laura Neale, Mr. Bill Steele, and Mr. Robert Tully have spoken in support of the Recreation and Park Department's proposal to acquire Page Street Community Garden. The garden is a property of the San Francisco League of Urban Gardeners (SLUG). It is currently

available for sale as a revenue generating measure for SLUG in this difficult budget year. The Board of Supervisors, through the resolution by Supervisor Matt Gonzalez of District 5, has expressed an interest in preserving this community garden as green open space.

The garden advocates have emphasized the importance of the community garden movement in the city, the significance and appreciation of this garden among the surrounding diverse community, and the critical importance of the garden as a learning experience for students at John Muir Elementary School. Ms. Lee Kane especially distinguishes this garden in the vicinity for its safety for children.

In response to the public comment, the Committee has expressed reservations over the use of the Open Space Fund to finance this land acquisition transaction. Of particular concern is the issue that SLUG's organizational debt problem is now the city's problem. Chair Isabel Wade asked Mr. Bill Steele, Board President, if SLUG considered any alternatives to selling the garden to the Recreation and Park Commission, such as public land trusts.

Mr. Steele has emphasized many years of fruitful collaboration between SLUG and the Recreation and Park Department, and that passing the land ownership over to the Department is a natural step in this established symbiotic relationship. SLUG would rather consider no other options. Mr. Steele argues that SLUG has no interest in land ownership per se, and that SLUG's major contribution to the city is in community garden maintenance and habitat restoration. Further, Page Street Community Garden is not protected by any open space easement in the deed, and developers are banging on SLUG's door to buy the site. Mr. Steele believes that the transition of land ownership to the Department will be seamless and at reduced fair market value, and that SLUG will continue with its maintenance responsibilities for the site.

Committee Vote: Discussion only.

4. DISCUSSION AND POSSIBLE ACTION REGARDING EIGHT DRAFT OPERATIONS PLANS OF THE 3RD PLANNING CYCLE (*Isabel Wade and Lydia Zaverukha*).

Ms. Lydia Zaverukha, Director of Operational Planning, has commended PROSAC members for participating in the 3rd cycle of operational planning. Next 4th cycle will begin in September 2003, and PROSAC members will be informed about future planning topics in a timely manner. Ms. Zaverukha agrees with Chair Wade that the current budget situation is forcing the Department to look closely at certain operations plans that may support revenue-generating ideas.

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Ms. Sharon Eberhardt to approve of the Draft Operations Plans of the 3rd Planning Cycle, unanimously approved by the Committee.

5. LAND ACQUISITIONS UPDATE: STRATEGIES FOR LONG-RANGE PLANNING AND CURRENT PROPOSALS - Discussion and Possible Action (*Vidya Tikku, Robert McDonald, and Svetlana Karasyova*).

Chair Isabel Wade has introduced the need for a Land Acquisitions Program as part of the Department's Capital Program. The key issue, in the words of Chair Wade, is that the Department needs a *plan*. This plan will provide for a greater land acquisition framework under the assumption that the Recreation and Park Commission and PROSAC are overseeing the next 30 years of open space funding. PROSAC ought to form a working group that would think big and consider the experience of other cities in alternative, creative financing for acquisitions.

Mr. Robert McDonald, Park Planner and Land Acquisitions Manager with the Recreation and Park Department, has outlined the current criteria and standards for land acquisitions as well as a list of acquisition/transfer sites in need of prioritization. The Department is limited to using policies in the City's General Plan and Park Code when determining acquisitions. Currently, no priorities for future acquisitions/transfers have been identified. What is available now is a prospect list of acquisition sites developed with the input from staff and community. Mr. McDonald believes that the Department, in conjunction with PROSAC and with public meetings, should establish acquisition priorities for each supervisorial district and present these priorities to the Recreation and Park Commission and the Board of Supervisors. Mr. McDonald has encouraged PROSAC to form a land acquisitions working group.

In response to the inquiry from Ms. Nancy Wuerfel, Mr. McDonald has informed the Committee that in the past the Commission approved three properties for purchase - Edgehill, Aqua Vista, and Palou Phelps - but that none of these properties is currently for sale on the market. No other purchase priorities are in place for the use of the acquisitions fund for the 2003-04 year. Also, the Department is in negotiations about a trade of property for Parcel 4.

Ms. Vidya Tikku, District Park Planner with the Neighborhood Parks Council, has presented a long-researched comparative analysis of land acquisition programs in different cities within recreation and park departments. In sum, San Francisco's Recreation and Park Department could do better in terms of acquiring additional open space and with regards to creative financing strategies. The scope of acquisitions and financing strategies could be outlined in a plan that is currently lacking. Ms. Tikku has summarized alternative financing strategies that are utilized in other cities, placing an emphasis on the strategies that encourage private developers to pay for park acquisitions. Ms. Tikku also addressed the need for revisiting the out-of-date policies in the Recreation and Open Space Element of the City's General Plan. She demonstrated the updated analyses of "high need areas," or the areas undeserved with open space and recreation, as defined by the General Plan. Ms. Tikku has encouraged the city planners to consider other variables in determining high need areas, such as topography and accessibility, and not the size of parks alone. The Committee has commended Ms. Tikku for the excellent, thought-provoking presentation.

The Committee has debated the role of the Open Space Fund and the Downtown Fund in land acquisitions. Chair Wade believes that the potential of the Downtown Fund needs to be researched and its spending plan needs to be formalized in the near future. The Downtown Fund area could be extended to accommodate the burgeoning SoMa development areas, which are deprived of park and open space. Some Committee members feel that, perhaps, PROSAC could focus on the acquisition program for the Open Space Fund first and examine the Downtown Fund possibilities later.

Committee Vote:Motion made by Ms. Nancy Barber and seconded by Ms. Linda Hunter to form a land acquisitions working group of minimum three and maximum 11 PROSAC members, with a possibility of including other than PROSAC members, unanimously approved by the Committee.

6. REPORTS - Discussion and Possible Action.

1. CHAIR AND VICE CHAIR REPORTS:

Chair Isabel Wade has met with Mr. John Murray, President of the Recreation and Park Commission, to discuss the communication protocol between the Commission and PROSAC. Commissioner Murray suggests that PROSAC tackle certain topics and come

back to the Commission with written reports. Chair Wade believes that the topic of land acquisitions offers a good opportunity for recommendations in the area of capital planning.

a. Capital Implementation Committee Meeting (*Isabel Wade, Marybeth Wallace, and Arthur Chang*) - Not discussed.

2. MEMBER REPORTS:

a. 2003 Capital Plan Update Process (*Laura Bowlby, Jeanne Darrah, Patrick Hannan, and Marybeth Wallace*) - Not discussed.

a. Update on Capital Improvement Bond Requests in FY 2003-2004 (*Nancy Wuerfel*) - Not discussed.

b. Budget (*Nancy Wuerfel*).

Ms. Nancy Wuerfel has distributed a copy of the Mayor's Fiscal Year 2003-04 budget summary for the Recreation and Park Commission.

c. Capital Contract Requirements (*Greg Rocca*) - Not discussed.

7. ANNOUCEMENTS:

Ms. Lydia Zaverukha has made an announcement regarding the 2003 U.S. Youth Games on July 25-28, a nationwide, Olympic-like sports event hosted this year by the City and County of San Francisco, Recreation and Park Department. The Department is proudly seeking volunteers to help with the event's logistics. For volunteer service registration, please contact Kimberly Duckett at 753-7275 or e-mail (kimberly.duckett@sfgov.org). The Youth Games have been a highlight for youth in the USA since 1966.

8. ADJOURNMENT:

Committee Vote: Motion made by Ms. Marybeth Wallace and seconded by Mr. Michael Casazza to adjourn the meeting at 9:25 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

/03

PLEASE NOTE CHANGE OF DATE THIS MONTH

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, July 8, 2003 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

no quorum

1. ROLL CALL.
2. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the June 3, 2003 Meeting (**Svetlana Karasyova**).
3. PUBLIC COMMENT.
4. REPORTS - Discussion and Possible Action.
   1) CHAIR AND VICE CHAIR REPORTS (**Isabel Wade**):
      a) Park and Recreation Commission Meeting.
      b) Capital Implementation Committee Meeting.
   2) MEMBER REPORTS:
      a) 2003-04 Capital Plan Update Working Group (**Laura Bowlby**).
      b) Land Acquisitions Working Group (**Isabel Wade**).
      c) Budget (**Nancy Wuerfel**).
5. ANNOUCEMENTS.
6. ADJOURNMENT.

PUBLIC COMMENT PROCEDURE: Members of the public are encouraged to fill a speaker's card provided at the meeting. Please indicate on the card the speaker's name and agenda item to comment on and pass the card over to Committee Chair. Committee Chair will call on public comment in the beginning of the meeting and after each agenda item, recognizing speakers by the name on the card. Public comment on any agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.

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KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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PROHIBITING USE OF CELL PHONES, PAGERS AND SIMILAR SOUNDING DEVICES

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CORRESPONDENCE TO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Attention: PROSAC, c/o Svetlana Karasyova, Park Planner
Recreation and Park Department
Golden Gate Park, McLaren Lodge
501 Stanyan Street
San Francisco, CA 94117
▸ E-mail: svetlana.karasyova@sfgov.org ▸ Fax: (415) 666-7130 ▸ Tel: (415) 831-2769

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

5/03

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* August 5, 2003 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL.

2. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the June 3, 2003 Meeting (**Svetlana Karasyova**).

3. PUBLIC COMMENT.

4. REPORTS - Discussion and Possible Action.

   1) CHAIR AND VICE CHAIR REPORTS (**Isabel Wade**):

   2) MEMBER REPORTS:
      a) 2003-04 Capital Plan Update Working Group (**Laura Bowlby and Patrick Hannan**).
      b) Land Acquisitions Working Group (**Isabel Wade**).
         - Discussion of incoming land acquisition proposals.
      c) Budget (**Nancy Wuerfel**).

5. ANNOUCEMENTS: Public comment opportunity for the San Francisco Storm Water Management Plan on Thursday, AUGUST 14, 6:00-8:00 PM, BERM conference room - 3801 3RD Street (at Evans), Suite 600.

6. ADJOURNMENT.

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Attention: PROSAC, c/o Svetlana Karasyova, Park Planner
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San Francisco, CA 94117
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San Francisco Recreation & Park Department

August 05, 2003

FINAL MINUTES

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Full Committee

***Tuesday*, August 5, 2003 - 6:30 p.m.**

Golden Gate Park Senior Center

6101 Fulton Street at 37th Avenue

1. ROLL CALL.

Members Present:
Nancy Barber, Laura Bowlby, William Carlin, Michael Casazza, Arthur Chang, Sharon Eberhardt, Jill Fox, Patrick Hannan, Jonee Levy, Mary McAllister, David Miller, Isabel Wade, and Nancy Wuerfel.

Members Excused:
Linda Hunter.

Members Absent:
Jeanne Darrah, Nino Parker, Gregory Rocca, Rebecca Silverberg, Joan Roughgarden, and Gloria Vasquez.

Members Resigned:
Laura Cavaluzzo of District 8 and Marybeth Wallace of District 8.
|Staff Present: Robert McDonald and Lydia Zaverukha.

2. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the June 3, 2003 Meeting (*Robert McDonald*).

Committee Vote: Motion made by Ms. Sharon Eberhardtand seconded by Ms. Nancy Barber to approve the June 3, 2003 minutes, unanimously approved by the Committee

3. PUBLIC COMMENT.

Ms. Susan Glendening with the San Francisco Public Utilities Commission has discussed the San Francisco Draft Storm Water Management Plan and invited the Committee to participate at upcoming public hearings. She emphasizes the need for educating the public about this issue.

Mr. Richard Magary of the Friends of Buena Vista and of the Buena Vista Neighborhood

Association has spoken on the issue of erosion control in Buena Vista Park and about the community meeting on August 13 to show plans and to get public comment on park improvements and major renovations at this park.

Mr. Stephen Cockrell has spoken on the issue of poor land management at Sharp Park. Mr. Cockrell encourages the Committee to consider a tour of this property in order to envision enhanced recreational opportunities for this city's underutilized park, oddly serving residents of Pacifica and of the San Mateo County and not fully benefiting residents of San Francisco. Among other than golf recreational opportunities could be hiking, bicycling, camping, or beach activities. Mr. Cockrell has discussed the role of the Recreation and Park Department's Camp Mather in generating revenues for the city.

Chair Isabel Wade and Ms. Jill Fox have responded by saying that Camp Mather exemplifies both, the issue of property underutilization and the issue of poor outreach to less fortunate families of San Francisco.

The Committee has requested a staff report with regards to the following issues at Sharp Park: 1) the lead contamination litigation at Sharp Park; 2) where Sharp Park stands in the Capital Plan today; and 3) about planned recreational opportunities at Sharp Park for better park utilization, including an historical background.

Committee Vote: Motion made by Ms. Nancy Barber and seconded by Mr. Michael Casazza to place a Sharp Park staff report on the PROSAC agenda at next meeting, unanimously approved by the Committee.

4. REPORTS - Discussion and Possible Action.

   1. CHAIR AND VICE CHAIR REPORTS (*Isabel Wade*):

      The Committee has requested to meet with Mr. Yomi Agunbiade, the newly appointed Capital Program Manager, at next PROSAC meeting.

   2. MEMBER REPORTS:
      a) 2003-04 Capital Plan Update Working Group (*Laura Bowlby and Patrick Hannan*).

The Committee has expressed a general support for the Working Group's ongoing preparation for the 2003-04 Capital Plan Update public input meetings this September.

Ms. Lydia Zaverukha, Director of Operations and Strategic Planning at the Recreation and Park Department, has informed the Committee that there will be an information booth regarding strategic and operations planning at the upcoming planning meetings in September. The goal being to meet the public meeting requirements in a cost-effective way as well as to illustrate the importance of the integration of the various planning processes in order to improve the Department overall.

      b) Land Acquisitions Working Group (*Isabel Wade and Robert McDonald*).
         - Discussion of incoming land acquisition proposals.

Ms. Jill Fox has presented a written report by the Land Acquisitions Working Group. The Group's Draft Open Space Acquisition Action Plan, which is intended to facilitate PROSAC discussion, lists nine philosophical points and nine action steps.

Acquisition Philosophy - Draft:All Open Space acquisitions are governed by the Policy and Procedure Framework for Open Space document.

1. All Open Space acquisitions are governed by the Policy and Procedure Framework for Open Space document.
2. The term Open Space refers not merely to park land, but to any land or facility held in the public trust that can be used for recreation purposes.
3. The provision of adequate Open Space is a city-wide function, not exclusively the responsibility of the Recreation and Park Department.
4. An equity balance of Open Space among all Districts shall be provided.
5. Public participation prior to final decisions is a foundation of Open Space planning and acquisition.
6. Inter-jurisdiction cooperation and coordination is a hallmark of Open Space planning and acquisition.
7. All land currently in the public trust shall be considered for its Open Space potential prior to sale, trade, or development.
8. Lands in transition, such as former industrial property, shall be designated for Public Amenity Zoning with priority consideration for Open Space.
9. Monetary expenditures for property will be delayed until all other avenues of acquisition are eliminated.

Acquisition Action Plan - Draft:

1. Establish a baseline of existing Open Space in San Francisco.
2. Prepare city-wide Priority Objectives for Open Space Acquisition.
3. Organize Categories/Classifications throughout Recreation and Park Department (RPD).
4. Inventory existing RPD facilities into Categories/Classifications.
5. Define "high-need" by Community, Category/Classification, District, and City-wide.
6. Identify service gaps by Community, Category/Classification, District, and City-wide.
7. Prioritize current acquisition desires.
8. Identify acquisition funding strategies, generally, and specific to each acquisition.
9. Create Policy and Procedure Framework for Open Space document.

Mr. Robert McDonald, Senior Planner and Acquisitions Manager at the Recreation and Park Department, has briefed the Committee on the status of recent acquisition requests by private property owners, public agencies, and non-profits in a memorandum to PROSAC dated August 5, 2003. Mr. McDonald has also discussed the ongoing process for obtaining public input on acquisition priorities through the Neighborhood Parks Council's district park planning meetings.

Committee Vote: Motion made by Ms. Jill Fox and seconded by Ms. Sharon Eberhardt to the effect that be it resolved that the City and County of San Francisco place a moratorium on all Recreation and Park Department Acquisitions, with the exception of properties in high-need areas as defined by the City's General Plan, until a Policy and Procedure Framework for Open Space Acquisitions document is created, approved by the Recreation and Park Commission and put into practice, unanimously approved by the Committee.

c) Budget (*Nancy Wuerfel*).

Ms. Nancy Wuerfel has requested the Capital Division to review a list of projects identified in the final Capital Plan, October 2002, which were scheduled to start in fiscal year 2003-04 but which were not funded. Is this list correct that no funding is available for 43 projects and therefore will not be started this year? If so, will these projects be moved forward one year? The community should be informed of changes in the Capital Plan for there are during the community meetings in September. The

process and timeline for capital projects need further clarification from the Capital Division.

5. ANNOUNCEMENTS: Public comment opportunity for the San Francisco Storm Water Management Plan on Thursday, AUGUST 14, 6:00-8:00 PM, BERM conference room 3801 3RD Street (at Evans), Suite 600.

6. ADJOURNMENT.

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Ms. Sharon Eberhardt to adjourn the meeting at 9:45 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park, Recreation and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Full Committee

***Tuesday,* September 2, 2003 - 6:30 p.m.**

Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL.

2. INTRODUCTIONS OF STAFF AND GUEST SPEAKERS.

3. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the August 5, 2003 Meeting (**Svetlana Karasyova**).

4. PUBLIC COMMENT.

5. **CAPITAL PROGRAM** REPORTS AND POSSIBLE ACTION:
   A. GUEST SPEAKER: **Yomi Agunbiade, Capital Program Manager.**
   B. 2003-04 Capital Plan Update Working Group (**Patrick Hannan and Laura Bowlby).**
   TOPIC: Final planning for capital program meetings.

6. **OPEN SPACE** REPORTS AND POSSIBLE ACTION:
   A. GUEST SPEAKERS:
      a) **Waterfront Open Space** (**Mike Grisso**, Redevelopment Agency).
      b) **Sharp Park** (**Steve Cockrell**, **Sean Sweeney, and Yomi Agunbiade**).
      c) Acquisition Work Group (**Jill Fox**).

7. PROSAC ORGANIZATIONAL PROCEDURES & ISSUES:
   A. Chair/Vice Chair Reports (**Isabel Wade and Arthur Chang**).
   B. Discussion and Possible Action on Media Outreach (**Patrick Hannan**).

8. ANNOUCEMENTS.

9. ADJOURNMENT.

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CORRESPONDENCE TO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Attention: PROSAC, c/o Svetlana Karasyova, Park Planner
Recreation and Park Department
Golden Gate Park, McLaren Lodge
501 Stanyan Street
San Francisco, CA 94117
▸ E-mail: svetlana.karasyova@sfgov.org ▸ Fax: (415) 666-7130 ▸ Tel: (415) 831-2769

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* September 2, 2003 - 6:30 p.m.**
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL at 6:37 PM.

Members Present:	Nancy Barber, Laura Bowlby, William Carlin, Michael Casazza, Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Linda Hunter, Patrick Hannan, Jonee Levy, Mary McAllister, Gregory Rocca, Joan Roughgarden, Rebecca Silverberg, Isabel Wade, and Nancy Wuerfel.
Members Absent:	David Miller, Nino Parker, and Gloria Vasquez.
Guest Speakers Present:	Steve Cockrell.
Staff Present:	Angela Gengler, Svetlana Karasyova, Robert McDonald, Sean Sweeney, and Yomi Agunbiade.

2. Introductions of Staff and Guest Speakers.

3. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the August 5, 2003 Meeting (*Svetlana Karasyova*).

Ms. Nancy Wuerfel has clarified the language in the paragraph regarding Budget report.

Committee Vote: Motion made by Ms. Nancy Wuerfel and seconded by Ms. Nancy Barber to approve the August 5, 2003 minutes, as amended, unanimously approved by the Committee.

4. PUBLIC COMMENT:

Regarding Sharp Park - San Francisco Archers:

Mr. Jim Elliot has noted that San Francisco Archers is not a private but a public club, providing service to the public at no cost. SFA members pay for all maintenance costs and give free instruction; they never asked the City for any dollar, therefore it would be unfair to ask SFA to pay any fee to the Recreation and Park Department as a revenue-generating measure.

Mr. Tim Hamack has talked about the recreational and learning opportunities for boys and girls available at SFA and about the involvement of families and churches in the Club activities. SFA is considered to be the best range in California, according to Mr. Hamack. Mr. Hamack showed photographs documenting family events at SFA.

Mr. Dean Peterson with the San Mateo County has briefed the Committee on the present lead contamination situation, which is a high-priority public health issue in his County.

Mr. Jim Robison, President of San Francisco Archers (SFA), has spoken in defense of the archery range in terms of programming for families as well as land preservation. Mr. Robison emphasized that SFA members preserve and maintain the land spending their own dollars. The archery range could be compatible with other recreational uses: a hiking trail could go up and above the archery range.

Regarding the Acquisition of 701 Lombard Street:

Ms. Linda Buckley of the North Beach Chamber of Commerce and a Hospice worker is opposed to acquisition of 701 Lombard Street. Ms. Buckley has stated that this housing project is not being proposed by two cowboy builders but the developers who have passion and who intend to provide housing opportunities for the elderly and the handicapped.

Mr. Sal Busalacchi of the North Beach Neighbors has spoken in favor of the housing development project. Mr. Busalacchi spoke of other parks located in the vicinity and feared the foot traffic that would be generated by the future park next to his door.

Mr. Jim Byrne runs a business in the area and is opposed to acquisition of 701 Lombard Street. On hearing the presentation about Sharp Park, Mr. Byrne believes that there are more essential things in the Recreation and Park Department's operation than trying to acquire a little parcel. Mr. Byrne has encouraged PROSAC to put this issue on their agenda in October, so other North Beach residents have an opportunity to testify.

Mr. David Chan of the North Beach Neighbors is opposed to acquisition of 701 Lombard Street, saying that the building will be a good source of revenue to the city. Mr. Chan believes that the idea of a park came to the Telegraph Hill Dwellers, who have opposed to the project for many years, only when they lost at the Planning Commission's hearing a couple of months ago. They always mentioned the scale but never mentioned that it would be a park.

Mr. B. Crotty of the Protect Our Neighborhood has noted that there should be a more advanced public notification process, more than 72 hours before public hearings.

Ms. Patricia Franklin is opposed to acquisition of 701 Lombard Street. Ms. Franklin has emphasized the lack of due process; she has stressed the fact there are no data proving that there is a realistic need for additional parkland near North Beach Playground. Adding land will mean more fiscal responsibility for the city.

Mr. Brian O'Flynn, a housing developer for 701 Lombard Street property, has been working on this project for several years, hoping to accommodate his elderly mother. Mr. Flynn had support of the North Beach Neighbors, but the Telegraph Hill Dwellers opposed to the project. Mr. Flynn had discussions with the Library and the Capital Improvement Division of the Recreation and Park Department. Both parties had no interest in the parcel at the time. Now the Recreation and

Park Commission approved a potential eminent domain measure. Contrary to the land acquisition public process required by the City Charter to have at least two public hearings, there was no single public hearing held for this acquisition proposal. Mr. Flynn questioned in earnest the due process and disclosed a possible violation of the City Charter. He encouraged PROSAC to assess this proposal as a poster child for irrational planning for acquisitions.

Mr. James Lew and Mr. Mark Poeschel are opposed to acquisition of 701 Lombard Street, as their speakers' cards indicate. They left the meeting at the time of public comment, which was moved toward the end of meeting agenda.

Mr. Keith Wilson has called the 701 Lombard Street transaction the backroom deal of special interest politics, which should not be allowed in the city. Mr. Wilson also noted that the proposal was not on the Department's Capital Plan.

Regarding Rolph Nicol Shadow:

Ms. Dorcas Maureen Bender has voiced a great concern for the Rolph Nicol Neighborhood Park. Ms. Bender believes that the Stonestown Village development will have a significant shadow effect that will adversely impact the park use.

5. CAPITAL PROGRAM REPORTS AND POSSIBLE ACTION:
   A. GUEST SPEAKER: Yomi Agunbiade, Capital Program Manager.

Mr. Yomi Agunbiade, a newly appointed Capital Program Manager at the Recreation and Park Department, has shared his work philosophy for the Program - achieving high quality with maximum efficiency with the least amount of surprises. Today's objectives are to fill missing positions, to evaluate the delivery potential for 81 ongoing capital projects, and to focus on strategic long-range planning. Mr. Agunbiade also introduced his vision for the public outreach process.

Ms. Nancy Wuerfel has emphasized the need for more transparent bookkeeping with regards to natural area and urban forestry capital projects. Chair Isabel Wade has reiterated the need for a timeline for capital projects to be placed on the Department Web site.

Committee Vote: Discussion only.

   B. 2003-04 Capital Plan Update Working Group (*Patrick Hannan and Laura Bowlby*).
      TOPIC: Final planning for capital program meetings.

Mr. Patrick Hannan and Ms. Angela Gengler, Capital Improvement Division, have reported on the public outreach for capital planning meetings and explained the agenda for these meetings. Ms. Joan Roughgarden asked to clarify the relationship between this year and last year planning processes. Ms. Nancy Barber suggested keeping "high need areas" in the semantics of small group discussions in light of PROSAC's moratorium on acquisitions. Ms. Barber also expressed appreciation to the Working Group for their diligent work.

Committee Vote: Discussion only.

6. OPEN SPACE REPORTS AND POSSIBLE ACTION:
   A. GUEST SPEAKERS:
      a) Waterfront Open Space (Mike *Grisso, Redevelopment Agency*) - Not discussed.
      b) Sharp Park (*Steve Cockrell, Sean Sweeney, and Yomi Agunbiade*).

Mr. Steve Cockrell of the San Francisco Parks Coalition has given a presentation on Sharp Park - a critical analysis of its assets, programming opportunities, as well as environmental concerns. Mr. Cockrell brought the Committee's attention to the following areas of concern and possible improvement: 1) recreational opportunities at Sharp Park; 2) potential revenue sources, such as camp sites; 3) equity and diversity in today's programming; 4) safe and compatible uses. The park needs a plan and hazardous clean-up, according to Mr. Cockrell.

Mr. Sean Sweeney, Director of Golf and Area Supervisor for Sharp Park, has given an historical overview of Sharp Park and its current uses, including the origin of San Francisco Archers Club and the historical explanation for lead contamination. Mr. Sweeney presented a summary of annual/monthly attendance statistics for the golf course and the archery range. As for San Francisco Archers specifically, Mr. Sweeney emphasized that the Club operates and maintains the grounds at no cost to the Department, that the archery range passes an annual safety inspection, and that the Club enjoys a diverse group of users.

The Committee has deliberated the following issues:

- What is the source of funding as well as timing for hazardous clean-up?
- Need to seek other than Department funds for hazardous clean-up (state, federal)
- What is intended for capital improvement?
- Park is important for conservation
- Need to improve public transportation to park for educational purposes
- Need to explore revenue-generating opportunities
- Need to evaluate park usage for shared use ideas (i.e., horse camp, day or overnight camp)
- Deed restriction not allowing the sale of land without the loss of park use
- PROSAC tour of Sharp Park in near future

Committee Vote: Motion made by Joan Roughgarden and seconded by Ms. Linda Hunter to the effect that PROSAC request the Recreation and Park Department to provide a report on their intentions with regards to Sharp Park, including its environmental and current uses, within 60 days. **Ayes:** Nancy Barber, Michael Casazza, Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Linda Hunter, Patrick Hannan, Jonee Levy, Mary McAllister, Joan Roughgarden, Rebecca Silverberg, Isabel Wade, and Nancy Wuerfel. **Nayes:** Laura Bowlby and William Carlin. **Abstained:** None. Gregory Rocca left the meeting.

c) Acquisition Work Group (*Jill Fox*)

On August 5, 2003, the Committee unanimously passed a moratorium on all Recreation and Park Department Acquisitions, with the exception of properties in high-need areas as defined by the City's General Plan, until a Policy and Procedure Framework for Open Space Acquisitions document is created, approved by the Recreation and Park Commission and put into practice.

Ms. Jill Fox has reported that the Land Acquisitions Working Group felt the need to revisit the status of the moratorium and explain to Supervisors why PROSAC had adopted this resolution. Having studied acquisition policies in different cities, the Working Group - Ms. Nancy Barber, Ms. Jill Fox, Ms. Isabel Wade, and Ms. Nancy Wuerfel - drafted a memo to Recreation and Park Commission outlining further Action Plan. The Committee discussed the memo, along with open space issues at Rincon Hill, exemplifying the lack of citywide acquisition policy. There were some semantic corrections to the draft memo. *(Memo attached to these minutes.)*

Committee Vote: Motion made by Ms. Joan Roughgarden and seconded by Ms. Sharon Eberhardt to adopt the body of Memo to Recreation and Park Commission regarding Open Space Resolution and Action Plan as amended. **Ayes:** Nancy Barber, Laura Bowlby, William Carlin, Michael Casazza, Arthur Chang, Sharon Eberhardt, Jill Fox, Linda Hunter, Patrick Hannan, Mary McAllister, Joan Roughgarden, Rebecca Silverberg, Isabel Wade, and Nancy Wuerfel. **Nayes:** None. **Abstained:** Jeanne Darrah and Jonee Levy. Gregory Rocca left the meeting.

7. PROSAC ORGANIZATIONAL PROCEDURES & ISSUES:
   A. Chair/Vice Chair Reports (*Isabel Wade and Arthur Chang*) - Not discussed.
   B. Discussion and Possible Action on Media Outreach (*Patrick Hannan*) - Not discussed.

8. ANNOUCEMENTS. None.

9. ADJOURNMENT.

Committee Vote: Motion made by Mr. Michael Casazza and seconded by Ms. Sharon Eberhardt to adjourn the meeting at 9:43 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park, Recreation and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

ATTACHMENT TO COMMITTEE VOTE REGARDING LAND ACQUISITIONS:

Memo to: Recreation and Park Commission
From: Isabel Wade, on behalf of PROSAC
Date: September 2, 2003

Re: Open Space Resolution and Action Plan

We would like to comment further on the resolution made at our August meeting requesting a temporary moratorium on open space acquisition (with the exception of high need areas) and the development of a Policy and Procedure Framework for Open Space Acquisitions document.

BACKGROUND
Open space acquisition decisions have been made over the last 3 decades primarily under the auspices of the community (the creators of the Open Space Fund) through a process designed by our predecessor committees. Since the passage of Proposition C in March 2000, the open space program has been in limbo without a community decision-making process. In an effort to understand our role in open space acquisition, members of PROSAC have been reviewing open

space policies and practices in recent months, including a best practices review of other cities policies and programs. We also have been reviewing the results of San Francisco's initial 30 years of open space acquisitions provided by the Neighborhood Parks Council.

We have become cognizant in this review of four major realities affecting acquisitions:

1. The development of new parks is a far broader activity than just the acquisitions conducted by the Recreation and Park Department.

2. San Francisco has a need for a coordinated open space policy and procedure framework document. Other cities – among them Boston, Vancouver B.C., Chicago, Seattle – have written and published coordinated open space policies. These policies are used by all city departments, as well as by the general public.

3. The Recreation and Open Space Element of the General Plan urgently needs updating so that open space interests are at the very least on an equal footing at the negotiation table, as they are in other cities.

4. The enormous cost of land in San Francisco and high cost of maintenance of parks requires a study and report that lays out a strategy for matching funding sources carefully with different types of open space acquisitions. Some believe that we should not acquire any new open space without a demonstration of relevant need and adequate maintenance funding tied to these additions.

NEED FOR A COMPREHENSIVE STRATEGY

Over the last 30 years, The Open Space Fund has been responsible for adding less than 100 acres of land to our open space system, whereas one single development (Mission Bay) will be adding 48 acres of open space. Private development, with other city agencies in charge of the negotiations, has been the single largest provider of open space in San Francisco and yet the Recreation and Park Department has often not been at the table as the amount and design of new parks has been negotiated and finalized.

In addition, other public agencies control significant amounts of land that could help fill in the gaps in our park and recreation facility system. The Department of Public Works, for example, estimates that there are 400 acres of 'open space' comprised in the street-end right of ways and median islands around the city, some of which have already been developed as neighborhood green spaces through community action. Even more important are the acres of open space potentially available at school facilities, as well as the possibility of shared use and joint development of recreation facilities. These two sources of potential open space (schools and streets) have been the focal points of open space initiatives in other dense cities such as Chicago where 200 new parks and playgrounds and 300,000 street trees have been added in the last decade.

We would like the Recreation and Park Department to take its rightful place in the drivers seat in the next phase of open space development in San Francisco; this phase must be a multi-jurisdictional, citywide initiative with all parties on board from the Mayor's office to the School District. As in Boston, all parties need to be brought to the table to review the opportunities for cooperation in open space and facility acquisition and development, as well as the enormous and critical benefits to our city of providing parks and recreation opportunities.

STEPS TO POLICY FRAMEWORK DOCUMENT

We propose that PROSAC and RPD—with the assistance of non-profit partners, professionals, foundations and participants from other relevant city agencies --jointly undertake a full, professional strategic review and study of open space with the following elements and products resulting from an estimated 18-24 month process:

1. Host an all-day Open Space Conference to initiate the process, with all key agencies and stakeholder groups (including housing interests) invited to the table; the initial product of the conference will be preliminary goals, policies and criteria for decision making on open space and creative financing ideas to study further regarding maintenance.
2. Conduct a full research program to review and analyze public needs vis a vis open space should be conducted. Key elements should include a detailed gap analysis of the open space system, statistically valid surveys of open space needs and focus groups conducted by professionals, and GIS plotting of all available public land and proposed developments.
3. Create and staff a finance task force to consider and report on the various sources of open space funding, the best uses for different sources of funding by category of facility, the current best estimates of capital costs to renovate the park system, and the options for park maintenance of new additions to the open space system.
4. Prepare and publicly vet a draft Open Space Acquisition Policy and Framework that provides goals, operating precepts, priority ranking, selection criteria, & district targets for a five year period, with annual updates. Once vetted, seek approval of the Commission and the Board of Supervisors for use by all city departments.
5. Publish and post a final Policy; dedicate a web page on the RPD web site to explain the process and criteria for proposing and getting additions approved to the open space system.

We suggest that the above process is essential to the development of a publicly supported, professional and strategic vision and program for open space acquisition that will take us through at least the first half of the 21st century. Given this urgent importance, we believe that this process warrants allocation of Open Space Fund monies specifically for this purpose.

INTERIM PROGRAM AND POLICIES

While the policy and procedure framework is in development, we request, as per our resolution, that there be a moratorium on open space acquisitions with the exception of High Need Areas as defined currently by City Planning. As the following attachments indicate for the key districts qualifying as "High Need" (Districts 6, 10, & 11), the open space and facility gaps in these areas are still enormous. Even though many of these areas have a high concentration of children, neighborhoods are deficient even in playgrounds. We believe that our very limited dollars for open space should be directed to these areas.

Thank you for your consideration of this important matter. We look forward to your official response in writing prior to our next full PROSAC meeting on October 14, 2003.

San Francisco Recreation and Park Department
Park, Recreation and Open Space Citizens Advisory Committee

Notice of Public Meeting

Renovating Our Neighborhood Parks

Come learn what the Recreation and Park Department is doing in your neighborhood and help plan future park and recreation improvements!

Please attend a planning meeting in your neighborhood

Districts 2 & 3

Marina, Pac. Heights, Laurel Heights, Russian Hill, Polk Gulch, Nob Hill, Chinatown, North Beach

Monday, September 8
6:00 – 8:00 pm
Moscone Recreation Center
1800 Chestnut Street at Laguna

Districts 6, 9, & 10

Tenderloin, SOMA, Treasure Island, Mission, Bernal Heights, Potrero Hill, Bay View, Hunters Point, Portola, Visitacion Valley

Monday, September 15
6:30 – 8:30 pm
Jackson Playground Clubhouse
17th and Arkansas Streets

Districts 1, 4 & 5

Richmond, Sunset, Parkside, Haight Ashbury, Lower Haight, Western Addition, Hayes Valley

Wednesday, September 17
6:00 – 8:00 pm
Golden Gate Park Senior Center
6101 Fulton at 37th Avenue

Districts 7, 8 & 11

Lake Merced, Ingleside, West Portal, Golden Gate Heights, Sunset, Noe Valley, Twin Peaks, Glen Park, Excelsior, Oceanview

Monday, September 22
6:00 – 8:00 pm
Pilgrim Community Center
446 Randolph Street at Arch

For more information, please call Svetlana Karasyova (Recreation & Park Department) at 415-831-2769 or see our website at www.parks.sfgov.org.

DISABILITY ACCESS

All public meeting rooms are wheelchair accessible. Please contact MUNI's accessible service program for lines serving this area at (415) 923-6142 or see their website at www.sfmuni.com. Oral and sign language interpreters are available by contacting Tony Leung at (415) 581-2543. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call Tony Leung at (415) 581-2543 at least two working days prior to a meeting to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals. The Recreation and Park Department TTY number is (415) 242-5700.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Administrator, by mail to City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, by phone at (415) 554-7724, by fax at (415) 554-5163, or by e-mail at (donna.hall@sfgov.org). Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at http://www.sfgov.org/bdsupvrs/sunshine/ordinance.htm.

PROHIBITING USE OF CELL PHONES, PAGERS AND SIMILAR SOUNDING DEVICES

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited and at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

San Francisco Recreation and Park Department
Capital Improvement Division
30 Van Ness, 5th Floor
San Francisco, CA 94102

36 96
Terry Gwiavdowski
SF Public Library Documents Dept-Main Library
Civic Center
San Francisco CA 94102

PLEASE POST

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

Notice of Public Meeting

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that Park, Recreation and Open Space Advisory Committee will hold a tour of Sharp Park on **Saturday, October 4th, 2003.**

Location: Sharp Park, meet in front of Clubhouse at parking lot, Sharp Park Golf Course.

Tour Starting Time: 1:30 PM.

Driving Directions: Take Highway 1 south to Pacifica from 280 south or from Highway 35 south (Skyline Boulevard). Proceed south on Highway 1 to the SHARP PARK EXIT. Turn right at the stop sign and heading north take the first possible left turn into Sharp Park Golf Course Parking lot. The group will meet in front of Clubhouse.

CORRESPONDENCE TO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Attention: PROSAC, c/o Svetlana Karasyova, Park Planner
Recreation and Park Department
Golden Gate Park, McLaren Lodge
501 Stanyan Street
San Francisco, CA 94117
E-mail: svetlana.karasyova@sfgov.org Fax: (415) 666-7130 Tel: (415) 831-2769

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE
McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

Terry Gwiavdowski
Documents Dept-Main Library
Civic Center
San Francisco, CA 94102

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

7/03

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* October 7, 2003**
6:30 p.m. - 8:30 p.m.
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL.

2. REVIEW OF THE MINUTES - Discussion and Possible Action to Approve the Minutes of the September 2, 2003 Meeting.

3. PUBLIC COMMENT - General Comment on Items not Listed on the Agenda.

4. STAFF REPORTS - Discussion and Possible Action:

   1) Capital Planning Process (**Yomi Agunbiade**) - 5 min.
   2) Planning Department Update: Introduction to Treasure Island Transfer and Reuse Plan (**Robert McDonald**) - 5 min.

5. ACQUISITIONS - Discussion and Possible Action:

   1) REPORT OF CHAIR regarding requested moratorium on acquisition. Discussion and possible action regarding moratorium and future role of PROSAC vis a vis acquisitions (**Isabel Wade**) - 5 min.
   2) REPORT OF ACQUISITIONS WORKING GROUP (**Jill Fox**) - 5 min.
   3) PROPERTIES UNDER CONSIDERATION (**Robert McDonald**) - 5 min.
      a) Acquisition of 701 Lombard Street, North Beach - 20 min.

6. OLD BUSINESS - Discussion and Possible Action:

   a) 2003 Capital Plan Update Working Group: Capital Planning Meetings Debrief (**Patrick Hannan and Laura Bowlby**) - 15 min.
   b) Sharp Park Tour Debrief (**Isabel Wade**) - 10 min.

7. NEW BUSINESS - Discussion and Possible Action:

   c) Process for Contacting the Media Regarding PROSAC Resolutions (**Patrick Hannan**) - 5 min.
   d) NAPCAC Process (**Jeanne Darrah**) - 5 min.

8. ANNOUCEMENTS.

9. ADJOURNMENT.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE
McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

Susan Hom
SF Public Library - Gov't. Info. Ctr.
100 Larkin Street, 5th Floor
San Francisco, CA 94102

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LIC COMMENT PROCEDURE: Members of the public are encouraged to fill a speaker's card provided at the meeting. Please indicate e card the speaker's name and agenda item to comment on and pass the card over to Committee Chair. Committee Chair will call on c comment in the beginning of the meeting and after each agenda item, recognizing speakers by the name on the card. Public comment ny agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a ct or subject are encouraged to have a single representative speak for no more than three (3) minutes.

IES OF EXPLANATORY DOCUMENTS are available to the public at the Recreation and Park Department, McLaren Lodge - Annex, 2nd (Planning Unit), 501 Stanyan Street, San Francisco, CA 94117 between the hours of 9 a.m. and 5 p.m., or on the Department Web site: //parks.sfgov.org ("Park, Recreation and Open Space Advisory Committee," "Public Meetings," or "Capital Improvement Division" tabs), or request at the above address, or by telephone at 415-831-2769, or via e-mail svetlana.karasyova@sfgov.org within three business days meeting.

RESPONDENCE TO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE:
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mail: svetlana.karasyova@sfgov.org ▸ Fax: (415) 666-7130 ▸ Tel: (415) 831-2769

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
Tuesday, October 7, 2003
6:30 p.m. - 8:30 p.m.

Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL at 6:35 PM:

Members Present: Nancy Barber, Laura Bowlby, William Carlin, Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Patrick Hannan, Jonee Levy, Mary McAllister, Gregory Rocca, Joan Roughgarden, Isabel Wade, and Nancy Wuerfel.

New Members Present: Jim Collins (District 8), Denise Tournahu (District 2), and William Wilson (District 8).

Members Excused: Linda Hunter and Rebecca Silverberg.

Members Absent: Michael Casazza, David Miller, Nino Parker, and Gloria Vasquez.

Staff Present: Yomi Agunbiade, Mary Hobson, Svetlana Karasyova, and Robert McDonald.

2. REVIEW OF THE MINUTES - Discussion and Possible Action to Approve the Minutes of the September 2, 2003 Meeting (*Svetlana Karasyova*).

Committee Vote: Motion made by Ms. Nancy Barber and seconded by Ms. Jonee Levy to approve the September 2, 2003 meeting minutes, unanimously approved by the Committee.

3. PUBLIC COMMENT:

Regarding Acquisitions in General:

Ms. Pinky Kushner has spoken about the complex nature of acquisition proposals, the need for more time for public comment, and future communication with Department of Environment about brown spaces. The moratorium could be an extreme measure. She fears the acquisition money might go into maintenance.

Mr. Tony Gantner has reminded the Committee about acquisition proposals that might be threatened by imminent development.

Regarding the Acquisition of 701 Lombard Street/North Beach:

Ms. Alice Barkley, Attorney, representing the property owners of 701 Lombard, has emphasized that the Board of Supervisors will hold a hearing on October 21; that the Committee needs to review the entire scope, including the proposed closure of Mason Street; and that the PROSAC moratorium suggests an orderly and rational process that has been lacking in this acquisition case.

The following speakers support the acquisition of 701 Lombard Street as the property to be specifically developed as a neighborhood park. (*Subjects and suggested order of speakers as submitted in writing by the speakers themselves at this hearing. Stylistic emphases are original.)*

Rev. Norman Fong, Chinatown Community Development Center (CCCD). Need for Open Space in North Beach and Chinatown for Single-Room-Occupancy-related families.

Ms. Denise McCarthy, Program Director, Tel-Hi Neighborhood Center, Need for Open Space in North Beach and Chinatown for Seniors and Children.

Telegraph Hill Dwellers Association (THD):

Mr. Gerry Crowley, Immediate Past President of THD. THD's long-term commitment to Open Space and to improving Joe Di Maggio Park.

Ms. Julie Christiansen, Product Designer, THD Parks & Trees Co-Chair. History of the Triangle as it relates to larger neighborhood issues, including improvement of Joe Di Maggio Park Pool and Library; Overview of Triangle Acquisition as part of City-wide effort by Recreation and Park Department and Neighborhood Associations to increase Open Space.

Mr. Martin Eng, Longtime North Beach Resident, Real Estate Developer. Impracticality of proposed Condo Development on such small space; Commitment by Martin and private non-profits to Fund Raise for Improvement of Park should it be acquired.

Mr. Joe Butler, Parent of Two Girls, Architect, THD Parks & Trees Co-Chair. Shadow study of Condo; Need for Open Space from perspective of parents and families.

Ms. June Osterberg, Longtime North Beach Resident, Author. History of the Space from her research on adjacent park and buildings; Need for Open Space from perspective of Seniors.

Mr. Anthony (Tony) F. Gantner, Attorney, Longtime North Beach Resident. History of the conditional restrictions on current owners' deed; Implications of that promise by the City to the residents of the neighborhood; Implications of that promise by the City to the residents of the neighborhood; Implication of restriction as "Fair and Reasonable Notice" to owners.

Mr. Brad Willmore [& Mary Jo Ellen], New Homeowner, Business Consultant. Discussion with Brian O'Flynn regarding unwillingness to fairly negotiate for sale of property; Effect of "risk" on original purchase price, separately, effect of that "risk" on notion of fair play: Reiterate Julie's remarks concerning neighborhood history with Triangle.

Mr. Marc Bruno, THD Vice President, St. Vincent de Paul Society President. History of Grassroots Effort to Create Park; presentation of 1,100 signatures. [I have been asked by several of the people who signed NOT to make the record public until the day of the Supervisors' Hearing because these neighbors have seen Brian et al cajoling people Washington Square and they are afraid of being harassed by him.]

Mr. Add Bonn, Longtime North Beach Resident, Artist.
Ms. Dorothy Danielson, Longtime North Beach Resident.
Mr. Catz Foresman, Longtime North Beach Resident, U.S. Postal Employee.
Ms. Anna McMillan [& Bob], Soon-to-be-Parent.
Mr. Andrew J. Resignato [& Barbara Brownell], M.S. Health Education Consultant & Volunteer with the Homeless.
Ms. Lucy Richter, Lives 40' from Triangle on Mason.
Mr. Roger Strobel [& Rosemary], Longtime North Beach Residents, Artists.

These speakers shared the common subject: Personal Anecdote - North Beach as a Community of Diverse People all of whom love and use Parks [and/or]; Reiterate density of neighborhood comments by Recreation and Park Department and Note that Department has determined that this is a good project.

Mr. Nick Carlin supports the acquisition of 701 Lombard.

Mr. Daniel Cuneo supports the acquisition of 701 Lombard.

Regarding New Acquisition Proposal on Chester Avenue:

Mr. Jorge Bustos has proposed that the Recreation and Park Department acquire his vacant, land-locked property, Assessor Block 7125, Lot 015. The property abuts the Brotherhood/Chester Mini Park and presents an opportunity for expanding the park in District 11 - a high need area.

Ms. Nancy Barber and Ms. Sharon Eberhardt have suggested making a report at next PROSAC meeting. The acquisition proposal needs to be on the next meeting agenda.

Regarding Sharp Park/San Francisco Archers:

Mr. John Flynn of San Francisco Archers (SFA) has thanked the Committee for participating in the Sharp Park Tour.

Ms. Joan Roughgarden has thanked SFA for their hospitality. The Committee saw the maintenance work SFA did on trails and buildings.

Regarding Natural Areas Program Citizens Advisory Committee (NAPCAC) Process:

Ms. Karin Hu, NAPCAC Member, has reminded the Committee that the Green Ribbon Panel was disbanded because of the lack of diverse composition. NAPCAC feels that it is appropriate to restrict staff comment to 2 minutes like any other public comment. NAPCAC meetings are open to the public but not many people are interested in attending them.

Ms. Pinky Kushner has advised the Committee to be vigilant to different proposals by NAPCAC. Ms. Kushner notes that the draft proposal to dismantle the Natural Areas Program is not in the trash can but available on the Department Web site. She stresses the hostile air at the NAPCAC meetings and the fact that the Department staff's comment is limited to 2 minutes during the public comment period.

Ms. Lisa Wayne, Director of Natural Areas Program, has noted that she devoted many hours to NAPCAC process. Ms. Wayne's staff time alone is estimated at $10,000. Ms. Wayne tries to help as much as possible during the allocated 2-minute comment session. Her observation is that NAPCAC has not solved the divisiveness in the San Francisco community on the natural areas issue.

Regarding Treasure Island Transfer and Reuse Plan:

Ms. Ruth Gravanis has reminded the Committee that Treasure and Buena Islands are within the Tide Land Trust. This means that they are the open space reserve for the entire state of California. Yerba Buena Island has significant natural areas. There are several planning efforts happening at Treasure Island that deserve a larger presentation.

Regarding SOMA Recreation Center Failed Roof:

Mr. Gary Siri, Recreation Director at SOMA Recreation Center, has talked about the failed roof at this popular facility. The deteriorated funnel-like roof causes leaks that result in continual cancellations of basketball programs and major games. The facility is about 30 years old and is not scheduled for capital renovation in the near future.

Chair Isabel Wade has noted that the SOMA Recreation Center is located in the 'high need" area, full of children and families, and that the Department has a 3-percent Contingency Fund for preventative maintenance. Ms. Joan Roughgarden, District 6 representative, has emphasized that the facility is a central asset in District 6, both for recreation and community meetings. The Capital Program Manager will follow up on the case. Commission President John Murray is aware about the problem.

4. STAFF REPORTS - Discussion and Possible Action:

1) Capital Planning Process (*Yomi Agunbiade*).

Mr. Yomi Agunbiade, Capital Program Manager, has thanked the PROSAC Working Group for helping with the Annual Capital Plan Update process. About 50-60 people attended each of the four Capital Planning Meetings. The meeting materials are available on the Department Web site http://parks.sfgov.org/site/recpark_index.asp ("Capital Improvement Division" tab), including thematic maps and district handouts. The summary of questionnaire responses and group discussions will be on the Web site soon. The Department intends to have the Draft Revised Capital Plan reviewed by PROSAC in November-December 2003, and have it approved by the Recreation and Park Commission in December 2003.

Mr. Agunbiade has distributed draft copies of *Community Involvement Manual for Project Directors* for comment by PROSAC members. This draft policies & procedures manual will be a chapter in a public outreach/communication plan for capital improvement and land acquisition projects. The objective for this communication plan is twofold: to help people understand better what's happening in the Capital Improvement Division, and to streamline the public involvement process and make it a consistent practice for project management staff.

The Committee has asked to take "land acquisition" off the title page in light of the acquisition moratorium. Ms. Jeanne Darrah and Ms. Jonee Levy will be the working group to review the draft document and report to the full Committee in November (comments due Oct 22). Ms. Jill Fox suggests that the outreach policy and community process should apply to all grant-sponsored projects.

2) Planning Department Update: Introduction to Treasure Island Transfer and Reuse Plan (*Robert McDonald).*

Mr. Robert McDonald, Senior Planner, has informed the Committee about ongoing planning projects within the Planning Department and upcoming public hearings associated with these projects -- Treasure Island Transfer and Reuse Plan (EIR public comment extended until Oct 21), Transbay Terminal Plan (Oct 9), and Planning for Eastern Neighborhoods (Oct 16). All of these planning efforts will influence the park and open space issues in the city.

The Committee has discussed:

- Who is responsible for environmental clean-up at Treasure Island
- Why Recreation and Park Department is not at the table for these projects
- Need for "open space zoning" as practiced in other cities

Committee Vote: Discussion only for all items.

5. ACQUISITIONS - Discussion and Possible Action:

1) REPORT OF CHAIR regarding requested moratorium on acquisition. Discussion and possible action regarding moratorium and future role of PROSAC vis a vis acquisitions (*Isabel Wade*).

Chair Isabel Wade has emphasized that new acquisition proposals need to be presented to PROSAC before the community comes to comment on these proposals. Chair Wade submitted the PROSAC moratorium resolution to Commission President John Murray. Due to busy schedule, the Commission

could not give enough service to the proposal in September. The Commission would discuss the moratorium resolution in November.

2) REPORT OF ACQUISITIONS WORKING GROUP (*Jill Fox*).

Ms. Jill Fox has reported that it will take 18 months to develop a policy, and that the moratorium is a brief measure. The Department needs to prove that the acquisition project is in a high-need area until the policy and procedure are in place. The moratorium is an action toward a goal but not the goal itself. Ms. Fox encourages all PROSAC members to contact their supervisors and bring them up to speed.

Mr. Yomi Agunbiade, Capital Program Manager, has reported that the Recreation and Park Commission asked for a staff report on the status of acquisition policy. Mr. Agunbiade supports the Chair's proposal to have a collaborative presentation at the Commission hearing, but the collaborative presentation is not possible without the collaboration between the planning staff and the PROSAC working group. The Committee has consented to improve the collaborative process.

3) PROPERTIES UNDER CONSIDERATION (*Robert McDonald*).

Ms. Robert McDonald, Senior Planner and Acquisitions Manager, has introduced a new acquisition proposal for the property at 7th Street and Lawton Street (a.k.a. Pumpkin Patch and Christmas Farm) owned by the Unified School District (District 7). This item will be on the next meeting agenda.

a) Acquisition of 701 Lombard Street, North Beach.

The Committee has received an extensive public testimony regarding the acquisition proposal for 701 Lombard/North Beach Triangle in District (documented under Public Comment). The Committee is not able to make a resolution at this time because the Department needs to clarify a lot of factual information in a complete presentation, specifically:

- The Department rationale for the acquisition
- The history of this acquisition proposal, including earlier proposals
- How the Department intends to improve the property
- Where the money comes from for this acquisition

Committee Vote: Discussion only for all items.

6. OLD BUSINESS - Discussion and Possible Action:
   a) 2003 Capital Plan Update Working Group: Capital Planning Meetings Debrief (*Patrick Hannan and Laura Bowlby*).
   b) Sharp Park Tour Debrief (*Isabel Wade*).
7. NEW BUSINESS - Discussion and Possible Action:
   a) Process for Contacting the Media Regarding PROSAC Resolutions (*Patrick Hannan*).

Committee Vote: Items 6 (a-b) and 7(a) were continued to November 5, 2003 meeting.

b) NAPCAC Process (*Jeanne Darrah*).

Committee Vote: Motion made by Ms. Nancy Barber and seconded by Ms. Nancy Wuerfel to adjourn the meeting at 9:58 PM. Seven members voted for adjournment, and nine members opposed to adjournment. The meeting was continued.

Ms Jeanne Darrah has reminded the Committee that the deadline for the NAPCAC report is November 1, 2003. PROSAC has had no opportunity to review the NAPCAC report, even though the BOS Legislative Analyst Report requires this review. Ms. Darrah is extremely concerned with the NAPCAC's drastic proposal to dismantle the entire Natural Areas Program. All 33 existing Natural Areas could be reduced to a maximum of two areas in the context of pre-named and pre-paid Scientific Review Board, questionable

surveying process, and with no public input or review. Ms. Darrah challenges the lack of openness and fairness in the NAPCAC process, which is also documented in the Sunshine Task Force Order of Determination.

Ms. McAllister encourages the Committee to check the draft documents on the Department website (http://parks.sfgov.org/site/recpark_meeting.asp?id=15312), to attend the NAPCAC meetings and/or send comments in writing to the Committee.

Mr. William Carlin and Mr. William Wilson have expressed polar opinions about the fairness of NAPCAC public process.

(See public testimony under Public Comment.)

Committee Vote: Discussion only.

8. ANNOUCEMENTS: None.

9. ADJOURNMENT.

Committee Vote: Motion made by Ms. Laura Bowlby and seconded by Ms. Nancy Wuerfel to adjourn the meeting at 10:34 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park, Recreation and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

PLEASE NOTE WEDNESDAY MEETING SESSION

NOTICE OF PUBLIC MEETING

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Wednesday,* November 5, 2003**
6:30 p.m. - 8:30 p.m.
Golden Gate Park Senior Center (Lower-Level Auditorium)
6101 Fulton Street at 37th Avenue

1. ROLL CALL.

2. WELCOME NEW PROSAC MEMBERS: Mr. James Collins (District 8); Ms. Denise Tournahu (District 2), and Mr. William Wilson (District 8).

3. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the October 7, 2003 Meeting (**Svetlana Karasyova**).

4. PUBLIC COMMENT* - General Comment on Items **not** Listed on the Agenda.
**NOTE: Public comments will be limited to 1 minute for all items at this meeting.*

5. REPORTS (*6:45-6:55*) - Discussion Items:
   1) NAPCAC Process Update (**Mary McAllister and Joan Roughgarden**) - (4 min).
   2) Capital Plan Development (**Yomi Agunbiade**) - (3 min).

6. ACTION TO CONTINUE OLD BUSINESS ITEMS, INCLUDING A POSSIBILITY OF SPECIAL PROSAC MEETING DURING THIRD WEEK OF NOVEMBER (**Isabel Wade**) - Action Item (*6:55-7:00*).

   1) 2003 Capital Plan Update Working Group: Capital Planning Meetings Debrief (**Patrick Hannan and Laura Bowlby**).
   2) Capital Planning Public Outreach Policy (**Jeanne Darrah and Jonee Levy**).
   3) Sharp Park Tour Debrief (**Isabel Wade**).
   4) Process for Contacting the Media Regarding PROSAC Resolutions (**Patrick Hannan**).

7. ACQUISITIONS* - Discussion and Possible Action Items (**Isabel Wade and Robert McDonald**):
**NOTE: Public comments will be limited to 1 minute for all items at this meeting.*

   1) Monthly Update: Acquisitions List (**Robert McDonald**) - (*7:00 -7:05*).
      a. Proposal by Mr. Jorge Bustos, Assessor Block 7125, Lot 015 (District 11).
      b. 7th and Lawton Street, Assessor Block 1937, Lot 001 (District 7).
      c. Louise Lombard School, 700 Font Blvd., Assessor Block 7299, Lot 004 (District 7).
   2) PROSAC Open Space Acquisition Process: History & Current Status (**Isabel Wade**) - (*7:05 - 7:10*).
   3) Acquisition of Property Contiguous to Edgehill Park, Block 2934, Lots 010, 011, 012, 013 & 021 (District 3); Exchange to Clipper Street Property, Block 2870, Lot 048 (District 8) - (*7:10-7:30*)
   4) Acquisition of 701 Lombard St/North Beach Triangle, Block 0074, Lot 001 (District 3) - (*8:00-8:30*).

8. ANNOUNCEMENTS.

9. ADJOURNMENT.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE
McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

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KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Administrator, by mail to City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, by phone at (415) 554-7724, by fax at (415) 554-5163, or by e-mail at (donna.hall@sfgov.org). Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at http://www.sfgov.org/bdsupvrs/sunshine/ordinance.htm

PROHIBITING USE OF CELL PHONES, PAGERS AND SIMILAR SOUNDING DEVICES: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited and at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

PUBLIC COMMENT PROCEDURE: Members of the public are encouraged to fill a speaker's card provided at the meeting. Please indicate on the card the speaker's name and agenda item to comment on and pass the card over to Committee Chair. Committee Chair will call on public comment in the beginning of the meeting and after each agenda item, recognizing speakers by the name on the card. Public comment on any agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.

COPIES OF EXPLANATORY DOCUMENTS are available to the public at the Recreation and Park Department, McLaren Lodge - Annex, 2nd floor (Planning Unit), 501 Stanyan Street, San Francisco, CA 94117 between the hours of 9 a.m. and 5 p.m., or on the Department Web site: http://parks.sfgov.org ("Park, Recreation and Open Space Advisory Committee," "Public Meetings," or "Capital Improvement Division" tabs), or upon request at the above address, or by telephone at 415-831-2769, or via e-mail svetlana.karasyova@sfgov.org within three business days of a meeting.

CORRESPONDENCE TO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE:
Attention: PROSAC, c/o Svetlana Karasyova, Park Planner
Recreation and Park Department, Golden Gate Park, McLaren Lodge, 501 Stanyan Street, San Francisco, CA 94117
E-mail: svetlana.karasyova@sfgov.org ▸ Fax: (415) 666-7130 ▸ Tel: (415) 831-2769

San Francisco Recreation & Park Department

November 05, 2003

FINAL MINUTES

PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE

Full Committee

***Wednesday*, November 5, 2003**

6:30 p.m.

Golden Gate Park Senior Center (Lower-Level Auditorium)

6101 Fulton Street at 37th Avenue

1. ROLL CALL at 6:38 PM:

Members Present:
Nancy Barber, Laura Bowlby, William Carlin, Michael Casazza, Arthur Chang, James Collins, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Patrick Hannan, Linda Hunter, Mary McAllister, David Miller, Nino Parker, Rebecca Silverberg, Denise Tournahu, Isabel Wade, William Wilson, Bradford Willmore, and Nancy Wuerfel.

Members Excused:
Gregory Rocca.

Members Absent:
Joan Roughgarden.

Staff Present:
Yomi Agunbiade, Svetlana Karasyova, Mark Langan, and Robert McDonald.

Members Resigned:
Jonee Levy (District 3) and Gloria Vasquez (District 9).

Newly Appointed Members:
Bradford Willmore (District 3) and Alfredo Pedroza (District 9).

2. Chair Isabel Wade welcomes Mr. James Collins (District 8), Ms. Denise Tournahu (District 2), Mr. William Wilson (District 8), and Mr. Bradford Willmore (District 3) to the Park, Recreation and Open Space Advisory Committee.

3. REVIEW OF THE MINUTES (*Svetlana Karasyova*): Ms. Mary McAllister, Mr. William Wilson, and Ms. Jill Fox have proposed semantic corrections to the October 7, 2003 Draft Minutes.

Committee Vote:Motion made by Mr. Michael Casazza and seconded by Ms. Jeanne Darrah to approve the October 7, 2003 meeting minutes, as amended, unanimously approved by the Committee.

4. PUBLIC COMMENT - No general public comments made at this time. Please see the public comments following agenda items.

5. REPORTS - Discussion Items:

1) NAPCAC Process Update (*Isabel Wade*).

Chair Isabel Wade reports that next meeting of the Natural Areas Program Citizens Advisory Committee (NAPCAC) is on Thursday, November 13, 2003. The meeting on November 6, 2003 was cancelled due to no quorum. There are currently two draft proposals by two NAPCAC teams. There is a third proposal by Mr. Steve Cockrell (non-member) or outside of the Committee proposal. Earlier drafts are not being considered. A final, most agreeable proposal may be available by the Committee. NAPCAC encourages the public to check the Department Web site (http://parks.sfgov.org/site/recpark_meeting.asp?id=15312) and submit comments to Mr. Tys Sniffen, NAPCAC Chair. PROSAC members will assist in forwarding the public comments to NAPCAC Chair. NAPCAC is expected to finish work in November 2003.

Ms. Jeanne Darrah is glad that NAPCAC no longer proposes to dismantle the Natural Areas Program, but she is concerned that NAPCAC proposes a new citizens advisory committee. Ms. Darrah believes that mediation is a better solution to this long-term controversy.

Public Comment:

Mr. Steve Cockrell suggests that NAPCAC is a failed public process in violation of Sunshine Ordinance. Mr. Cockrell challenges the Committee's selective communication and park-by-park warfare as well as its refusal to review his proposal. He is sorry he had anything to do with the creation of NAPCAC.

Committee Vote:Discussion only.

2) Capital Plan Development (*Yomi Agunbiade*).

Mr. Yomi Agunbiade, Capital Program Manager, will provide PROSAC with the copies of the Draft Revised Capital Plan on November 19, 2003. The Department is planning to present this Draft to the Recreation and Park Commission on December 18, 2003. Mr. Agunbiade will explore if the timeline for the Commission's review could be extended to January 2004. Mr. Agunbiade notes that the Capital Plan Update next year will focus on project budgets, for he believes that people want to know what the capital monies earn in their neighborhoods. The Department needs to develop a process for gathering community feedback throughout the year. This year's public comments will be discussed with the senior management staff.

Ms. Laura Bowlby, Member of the Capital Plan Update Working Group, will submit to the Department staff the high-level summaries of PROSAC comments regarding the Capital Planning Meetings and will attach to this document the Committee members' individual comments. Overall, the process went well, and there was a significant

improvement over the last-year process. Seventeen PROSAC members participated at the meetings. These members submitted specific suggestions on how to improve public outreach efforts and meeting procedures.

Ms. Bowlby advocates for closing the communication loop with the members of the public who attended the capital planning meetings. The process could include mailing a letter that will explain in general terms how the public comments are integrated in the revised capital plan documents.

Chair Isabel Wade requests an Annual Report of the Capital Program that will exclude the capital projects instigated prior to the passage of Propositions A and C in March 2000 (Neighborhood Park Bond and Open Space Fund Propositions).

Committee Vote:Discussion only.

6. ACTION TO CONTINUE OLD BUSINESS ITEMS, INCLUDING A POSSIBILITY OF SPECIAL PROSAC MEETING DURING THIRD WEEK OF NOVEMBER (*Isabel Wade*) - Action Item.

1) 2003 Capital Plan Update Working Group: Capital Planning Meetings Debrief (*Patrick Hannan and Laura Bowlby*) - Discussed above.
2) Capital Planning Public Outreach Policy (*Jeanne Darrah and Jonee Levy*).
3) Sharp Park Tour Debrief (*Isabel Wade*).
4) Process for Contacting the Media Regarding PROSAC Resolutions (*Patrick Hannan*).

Committee Vote:Motion made by Ms. Jill Fox and seconded by Ms. Sharon Eberhardt to continue items 6-(2), 6-(3), and 6-(4) to December 2, 2003 meeting, unanimously approved by the Committee.

7. ACQUISITIONS - Discussion and Possible Action Items (*Isabel Wade, Jill Fox, and Robert McDonald*):

Ms. Jill Fox reports on behalf of the Land Acquisitions Working Group which is currently comprised of four PROSAC members: Ms. Nancy Barber, Ms. Jill Fox, Ms. Isabel Wade, and Ms. Nancy Wuerfel. The Working Group met on October 28, 2003 for approximately 5 hours to discuss the Status of Acquisition Resolution at the Board of Supervisors and How to Make the Property Transaction Report (a.k.a. the List) work better for PROSAC. During the course of this discussion, which included Mr. Robert McDonald, Recreation and Park Department Senior Planner and Acquisitions Manager, the Working Group members spent some time familiarizing themselves with the existing list for "high need." The Working Group has 5 Action Items for PROSAC members this month:

1. Ignore and destroy the Memorandum dated October 29, 2003 which misrepresents the discussion points by the Working Group and was not submitted to the Working Group for review prior to distribution by Mr. McDonald. To clarify the confusion, the Working Group discussion goals were to become more familiar with the status of individual properties and to gather information from Mr. McDonald about how properties currently on the Property Transaction Report might be affected by an acquisition moratorium. The Working Group does not make any recommendations outside of the full Committee. It is not in the purview of the Working Group to prioritize property transactions.

2. Recommend that the Department create a more useable Property Transaction Report to include the following items on the Property Transaction

Report and Summary Sheet: Date Placed on the List, Instigator of Request, Street Address as possible, Current Status, Recreation Function, High Need Evaluation, and Financial Leveraging Options.

3. Read the excerpts from the City General Plan concerning "high need" and become familiar with the issues (the handout with the excerpts distributed at the meeting).

4. Read the Property Transaction Report dated October 28, 2003 for potential inaccuracies in the descriptions of specific properties and provide written adjustments, if necessary, to Mr. McDonald for inclusion in a future report. Become familiar with the properties in your district. Keep in mind the High Need description from the General Plan during your review.

5. Meet with your Supervisor concerning the need for a Policy and Procedure Framework for Open Space Acquisition. If you have met, please provide a brief summary of your meeting to the Working Group.

Mr. Patrick Hannan and Ms. Laura Bowlby have met with Supervisor Jake McGoldrick (District 1) who is preparing a resolution.

Committee Vote: Discussion only.

1) Monthly Update: Acquisitions List (*Robert McDonald*).

Mr. Robert McDonald has discussed the monthly Property Transaction Report dated October 28, 2003.

a. Proposal by Mr. Jorge Bustos, (District 11).

Many members of PROSAC have visited and inspected Mr. Jorge Bustos' property. The property is located in the High Need Area but is found infeasible for a neighborhood park extension. Among objections are poor accessibility and highway noise. The existing city park has a steep access to Mr. Bustos' property. Another objection is that research of public records indicate that the property owner purchased the property approximately 1-1/2 years ago for approximately $78,000.00 and was offering the property to the Recreation and Park Department for more than $400,000.00 which does not reflect a fair market value.

Committee Vote: Motion made by Ms. Sharon Eberhardt and seconded by Ms. Nancy Barber to recommend that the Recreation and Park Department remove the acquisition proposal by Mr. Jorge Bustos (Assessor Block 7125, Lot 015) from the list of prospective acquisition sites. **19 Ayes:** Nancy Barber, Laura Bowlby, William Carlin, Michael Casazza, Arthur Chang, James Collins, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Patrick Hannan, Linda Hunter, Mary McAllister, David Miller, Nino Parker, Rebecca Silverberg, Denise Tournahu, Isabel Wade, Bradford Willmore, and Nancy Wuerfel; **1 Nay:** William Wilson; Abstained: None. The motion passed the Committee's affirmative vote.

b. 7th and Lawton Street, Assessor Block 1937, Lot 001 (District 7).
c. Louise Lombard School, 700 Font Blvd., Assessor Block 7299, Lot 004 (District 7).

Mr. Robert McDonald has informed the Committee about the abovementioned property transaction proposals. The vacant Louise Lombard School is currently being investigated for a short- or long-term lease to accommodate the Department's Camp

Gourmet Program. The Department is also exploring the possible transfer, purchase, or development of an MOU for the property at 7th and Lawton Streets. The planning staff welcomes feedback on both transactions.

Ms. Nancy Wuerfel informed the Committee that the San Francisco Unified School District paid the "historic sum" of $7,325 to the City for the land at 7th and Lawton when it was purchased in 1996.

Committee Vote: Discussion only.

2) PROSAC Open Space Acquisition Process: History & Current Status (*Isabel Wade*).

Chair Isabel Wade restates the need for strategic approach to land acquisitions, which includes the development of appropriate acquisition (need) categories as well as the means of creative financing.

3) Acquisition of Property Contiguous to Edgehill Park, Block 2934, Lots 010, 011, 012, 013 & 021 (District 7); Exchange to Clipper Street Property, Block 2870, Lot 048 (District 8).

Mr. Robert McDonald reports that the Board of Supervisors (BOS) supported the legislation enabling to exchange the Clipper property for the Edgehill property. BOS is having a second reading of this exchange on November 18, 2003. The Edgehill site is designated in the General Plan as an open space acquisition site. The Recreation and Park Commission reiterates its support for this property exchange that will not use any Open Space Fund dollars.

Chair Isabel Wade notes that the Committee does not intend to second-guess the former decision of its predecessor - Open Space Advisory Committee (OSAC). What needs to be discussed is the swap methodology, the need for open space zoning, and the open space acquisition categories.

Public Comment:

17 members of the public testify in support of the Edgehill Park acquisition proposal (Lots 010, 011, 012, 013 & 021, Block 2934): Gerry Agosta, Angusm Cartty, Tim Colon, Steve Cockrell, Adam Dudley, Marge Fraenkel, Paul Furman, Stan Kaufman, Jim Keith, Greg King, Joan Kingery, Mary McDermott, Harry O'Brian, Joe O'Donoghue, Brian O'Flynn, Grace Shanahan, and Steve Suacci. These speakers emphasize that the property exchange is a win-win solution to the long-term controversy. After 20 years of hard work, the community offers a unique proposal to resolve the conflict between the neighborhood residents and the developer and to acquire additional park land at no cost to the city.

There are no public testimonies against the proposal.

Committee Vote: Motion made by Ms. Jeanne Darrah and seconded by Ms. Linda Hunter to the effect that this Committee ("PROSAC") respects the prior determination of the Open Space Advisory Committee ("OSAC") that Edgehill is a high-priority acquisition and recommends that the Board of Supervisors adopt the ordinance to acquire Lots 010, 011, 012, 013 & 021, Assessor Block 2934, as open space, **unanimously approved** by the Committee.

4) Acquisition of 701 Lombard St/North Beach Triangle, Block 0074, Lot 001

(District 3).

This month PROSAC has heard the 701 Lombard Street/North Beach Triangle acquisition proposal a third time. The Committee received substantial public testimony from both sides at the previous meetings and expected to hear a staff report this meeting. The Department staff submitted a written report as part of the PROSAC monthly informational packet. There is no verbal staff report at the meeting. Mr. Yomi Agunbiade, Capital Program Manager, notes that all Department materials under consideration are included in the written report, which has more information than the General Manager's report on October 21, 2003. The acquisition proposal will be heard at the Recreation and Park Commission meeting on November 20, 2003 and at the Board of Supervisors meeting on November 25, 2003.

Some Committee members suggest focusing the discussion on whether the parcel is appropriate for park and open space use. Chair Isabel Wade proposes to discuss the following issues:

1. Use of eminent domain measure: Is this an appropriate acquisition method?
2. If parcel size is appropriate for a park; if not, the opportunity to expand the parcel.
3. Cost comparisons to other opportunities.

Public Comment:

22 members of the public support the acquisition proposal for 701 Lombard Street/North Beach Triangle (Lot 001, Assessor Block 0074): Rev. Norman Fong, Helen Kwan, Liz Napasindayo, Paul Scott, Krysten Kuckelman, Penelope Clark, Gerry Crowley, Martin Eng, Mary Etta Moose, Leonard Koren, Joe Butler, Julie Christiansen, Mikkel Aaland, Mary Lipian, Tom Noyes, Ariel Okamoto, Jason Fessel, Darryll White, Lucy Richter, Mark Bruno, Sarah Mars, and John Rizzo. These speakers testify that the acquisition site is in the High Need Area, and that the community has a long history of trying to convert this parcel into a green park.

20 members of the public oppose to the proposal: Gerry Agosta, Peter Brannigan, Maru Brennan, Angusm Cartty, Regan Carroll, Derry Casey, Joe Cassidy, Leo Cassidy, David Chang, Michael Dilger, Joe O'Donoghue, Patricia Franklin, Milton Gaines, James Gallagher, Shawn Gorman, Jim Keith, Brian O'Flynn, Rita O'Hara, Mark Reddon, and Grace Shanahan. These speakers emphasize the lack of fair and open public process in this acquisition transaction as well as the prohibitive expense associated with the eminent domain litigation.

The Committee has expressed the following pros and cons:

Pros:

- Opportunity to expand the parcel into a contiguous park;
- Need for additional green space in a high-density neighborhood;
- High Need Area, especially for the Chinese community;
- Long-term community investment in planning & process.

Cons:

- Parcel is too small;
- No evidence provided that Mason Street could be closed and vacated;
- Taking private property;
- Unknown and potentially prohibitive cost associated with eminent domain litigation estimated between $1.8 - $4 million;
- No verbal staff report presented at the meeting.

Michael Casazza has strongly objected to eminent domain.

Committee Vote: Motion made by Mr. Arthur Chang and seconded by Ms. Linda Hunter to recommend the acquisition of 701 Lombard Street/North Beach Triangle property, Lot 001, Assessor Block 0074, at this time. **10 Ayes:** Arthur Chang, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Patrick Hannan, Linda Hunter, Isabel Wade, William Wilson, Bradford Willmore, and Nancy Wuerfel; **8 Nays:** Nancy Barber, Laura Bowlby, William Carlin, Michael Casazza, James Collins, Mary McAllister, David Miller, and Nino Parker; Abstained: None. Rebecca Silverberg and Denise Tournahu left the meeting. The motion failed to pass the Committee's affirmative vote*.

*Except for procedural matters in which PROSAC's bylaws require otherwise, all matters require an affirmative vote of at least 12 members of the Committee for a non-procedural matter to be approved.

8. ANNOUNCEMENTS: None.

9. ADJOURNMENT:

Committee Vote: Motion made by Mr. Patrick Hannan and seconded by Mr. Arthur Chang to adjourn the meeting at 11:40 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park, Recreation and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.

ATTACHMENT:

Clarification of Advisory Opinion by William Wilson, PROSAC representative of District 8, Regarding 701 Lombard Street Acquisition:

"During the debate over the acquisition of 701 Lombard it was stated that no one on the committee had ever been subject to eminent domain. While that may be a factually accurate statement, it doesn't mean that no committee member has ever experienced the effects of the eminent domain process on property they had emotional attachment to.

My Grandparents lived on a hundred acre farm near Valley Forge, Pennsylvania. Family ownership can be traced back to the original settlers in Pennsylvania. To say that the land had been in the family for hundreds of years was not an exaggeration.

The house that I was born in no longer exists because the state of Pennsylvania through eminent domain brought ten acres of what had been my Grandfather's farm to make the two lane road that abutted it into a major four lane highway. (The only one who found even a glimmer of satisfaction was my sister. My parents had a tradition that they bought a live Christmas tree for the first Christmas of each child. We each had our own tee growing in front of the house. A reckless driver hit my sister's tree and knocked it over killing it. My sister was not comforted by the thought that her tree probably stopped the car from ending up in the living room. So when the entire house along with the trees was leveled she said, "Now you know what it is like to lose your tree."

Years later and after three or four developers tried to develop the remaining 90 acres, the local township stepped in to acquire again through eminent domain the land as open space and recreational area. The case went to the Pennsylvania Supreme Court three times. Each time the Court ruled that the township had the right to

acquire the land through eminent domain and that fair market value should be based on what the developer actually paid for the land, it should not be based on what the developer hoped to make in profit if the land was developed.

I am not unsympathetic to the emotional appeals of the owners of this property. I just think that there is clearly a public good to be served by keeping this as open space. I also take rather strong exception to using the word "stealing" in regard to the eminent domain because it implies that we are just taking the land and not compensating the owner. Paying someone $1.8 million is not stealing."

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE

McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
SAN FRANCISCO, CALIFORNIA 94117

NOTICE OF PUBLIC MEETING
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday,* December 2, 2003**
6:30 p.m. - 8:30 p.m.
Golden Gate Park Senior Center
6101 Fulton Street at 37th Avenue

1. ROLL CALL.

2. WELCOME NEW PROSAC MEMBERS: Mr. Alfredo Pedroza (District 9).

3. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the November 5, 2003 Meeting (**Svetlana Karasyova**).

4. PUBLIC COMMENT - General Comment on Items not Listed on the Agenda.

5. FY 2003-04 DRAFT REVISED CAPITAL PLAN: Discussion and Possible Action to Recommend Approval of the Revised Capital Plan for Fiscal Year 2003-04 to the Recreation and Park Commission (**Isabel Wade and Yomi Agunbiade**).

6. REPORTS - Discussion and Possible Action Items:
   1) Chair and Vice Chair Report (**Isabel Wade and Arthur Chang**).
   2) Sharp Park Tour Debrief (**Isabel Wade**).
   3) Process for Contacting the Media Regarding PROSAC Resolutions (**Patrick Hannan).**
   4) NAPCAC Process Update (**Mary McAllister and Joan Roughgarden**).
   5) Capital Planning Public Outreach Policy (**Jeanne Darrah**).

7. ACQUISITIONS - Discussion and Possible Action Items:
   1) Monthly Property Transaction Report (**Robert McDonald**).
   2) Land Acquisitions Working Group Report (**Jill Fox**).

8. ANNOUNCEMENTS.

9. ADJOURNMENT.

SAN FRANCISCO
PARK, RECREATION AND
OPEN SPACE ADVISORY COMMITTEE
McLAREN LODGE, GOLDEN GATE PARK, 501 STANYAN STREET
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DISABILITY ACCESS: The Golden Gate Park Senior Center is accessible by wheelchair through the front entrance. Parking is available in the front parking lot. Please contact Muni's accessible service program for lines serving this area at (415) 923-6142. Oral and sign language interpreters are available by contacting Tony Leung at 581-2543. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call Tony Leung at 581-2543 at least two working days prior to a meeting to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals. The Recreation and Park Department TTY number is 242-5700.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Donna Hall, Administrator, by mail to City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, by phone at (415) 554-7724, by fax at (415) 554-5163, or by e-mail at (donna.hall@sfgov.org). Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at http://www.sfgov.org/bdsupvrs/sunshine/ordinance.htm

PROHIBITING USE OF CELL PHONES, PAGERS AND SIMILAR SOUNDING DEVICES: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited and at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

PUBLIC COMMENT PROCEDURE: Members of the public are encouraged to fill a speaker's card provided at the meeting. Please indicate on the card the speaker's name and agenda item to comment on and pass the card over to Committee Chair. Committee Chair will call on public comment in the beginning of the meeting and after each agenda item, recognizing speakers by the name on the card. Public comment on any agenda item will be limited to no more than three (3) minutes per speaker. Large groups or organizations that wish to comment on a project or subject are encouraged to have a single representative speak for no more than three (3) minutes.

COPIES OF EXPLANATORY DOCUMENTS are available to the public at the Recreation and Park Department, McLaren Lodge - Annex, 2nd floor (Planning Unit), 501 Stanyan Street, San Francisco, CA 94117 between the hours of 9 a.m. and 5 p.m., or on the Department Web site: http://parks.sfgov.org ("Park, Recreation and Open Space Advisory Committee," "Public Meetings," or "Capital Improvement Division" tabs), or upon request at the above address, or by telephone at 415-831-2769, or via e-mail svetlana.karasyova@sfgov.org within three business days of a meeting.

CORRESPONDENCE TO PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE:
Attention: PROSAC, c/o Svetlana Karasyova, Park Planner
Recreation and Park Department, Golden Gate Park, McLaren Lodge, 501 Stanyan Street, San Francisco, CA 94117
▸ E-mail: svetlana.karasyova@sfgov.org ▸ Fax: (415) 666-7130 ▸ Tel: (415) 831-2769

San Francisco Recreation & Park Department

December 02, 2003

FINAL MINUTES
PARK, RECREATION AND OPEN SPACE ADVISORY COMMITTEE
Full Committee
***Tuesday*, December 2, 2003**
6:30 p.m.
Golden Gate Park Senior Center (Lower-Level Auditorium)
6101 Fulton Street at 37th Avenue

1. Roll Call at 6:42 PM:

Members Present:
Nancy Barber, William Carlin, Michael Casazza, Arthur Chang, James Collins, Jeanne Darrah, Sharon Eberhardt, Jill Fox, Patrick Hannan, Linda Hunter, Mary McAllister, David Miller, Nino Parker, Alfredo Pedroza, Rebecca Silverberg, Denise Tournahu, Isabel Wade, Bradford Willmore, William Wilson, and Nancy Wuerfel.

Members Excused:
Laura Bowlby and Joan Roughgarden

Members Absent:
Gregory Rocca

Staff Present:
Yomi Agunbiade, Angela Gengler, Svetlana Karasyova, Mark Langan, and Robert McDonald.

2. Chair Isabel Wade welcomes Mr. Alfredo Pedroza, PROSAC representative of District 9, to the Park, Recreation and Open Space Advisory Committee.

3. REVIEW OF THE MINUTES: Discussion and Possible Action to Approve the Minutes of the November 5, 2003 Meeting (*Svetlana Karasyova*).

The Committee has approved the proposed amendments by Ms. Nancy Barber, Mr. Michael Casazza, Mr. William Wilson, and Ms. Nancy Wuerfel.

Committee Vote: Motion made by Ms. Nancy Barber and seconded by Ms. Nancy Wuerfel to approve the November 5, 2003 meeting minutes, as amended, unanimously approved by the Committee.

4. PUBLIC COMMENT - General Comment on Items not Listed on the Agenda.

Mr. Jorge Bustos notes that his property abutting the Brotherhood/Chester Mini Park (Assessor Block 7125, Lot 015) is still available for sale, should PROSAC and the Department pursue this acquisition opportunity. Mr. Bustos is open to lower the price

for his property.

5. FY 2003-04 DRAFT REVISED CAPITAL PLAN: Discussion and Possible Action to Recommend Approval of the Revised Capital Plan for Fiscal Year 2003-04 to the Recreation and Park Commission (*Isabel Wade and Yomi Agunbiade*).

Mr. Yomi Agunbiade, Capital Program Manager, has presented the 2003 Annual Report of the Capital Improvement Division. The document includes a Revised Capital Plan and, with a lot of additional information to the public, is meant to replace the General Manager's annual report prior to 2000. In response to PROSAC input, the Department sent a follow-up letter to the participants of the Capital Planning Meetings held this fall. The Draft 2003 Annual Report is available on the Department Web site (http://web.sfgov.org/site/recpark_page.asp?id=21342). The Recreation and Park Commission will review the document onDecember 18, 2003.

The Committee commends Mr. Agunbiade on the improved Capital Plan document, but a majority of the Committee members are not ready to support the Plan at this meeting. They did not have enough time to review the document. Nor did they have the time to take the changes in capital project schedules to their constituents for discussion. Chair Isabel Wade emphasizes that it is imperative for the community to be able to review the changes that might affect priorities for their neighborhood parks.

Additional comments and points of clarification include:

- Changes in project schedules should be presented to the community at planning meetings.
- Budget estimates are needed for all projects (now only active projects have budget estimates).
- Process for re-appropriation of banked funds needs to be explained (e.g., Ferry Park, Esprit Park).
- Process for deciding what projects move forward or not needs to be clarified (The Committee has discussed the current 3 criteria in the Draft Plan).
- Capital Plan needs to be linked to the Budget process. PROSAC would like to see budget reports before CIAC sees them, so the Committee could appreciate what the Department is struggling with.
- What happened to the community gardens? There should be a minimum of $150,000.
- Rainy funds ideas?
- Acquisition section is confusing. All proposals need to be earmarked - they do not add up to $1.2 million.

Mr. Patrick Hannan questions how Mr. Agunbiade will integrate PROSAC individual comments since the Committee is unable to take action as a policy body tonight. Mr. Agunbiade responds by saying that the comments about inaccuracies (typeovers, missed lines) and regarding the document format will be addressed by staff. However, policy-related comments, for example when certain projects should start, will be reported to the Commission as advisory recommendations.

Mr. Hannan has discussed specifically that:

- The Recreation and Park Department (RPD) asked for more time to develop the document but wouldn't grant PROSAC more time to review the document. Instead, our time was reduced over our objections.
- The Recreation and Park Commission denied our request for more time to review the document and share it with the community.
- The revised process for reviewing the document did not give PROSAC ample

time to hear an explanation of the document, go home and review the document and make suggestions/decisions as a group. Instead, we were told to submit our suggestions separately and they would be incorporated or denied and given to the Commission. We were not going to have another opportunity to review RPD's interpretation or revised plan. This is not a proper procedure for an advisory body and is a departure from previous Capital Plan processes.

Public Comment: Mr. Steve Cockrell and Mr. Jim Robison suggest that PROSAC take more time to review the Draft 2003 Annual Report. An unidentified speaker notes that the community meetings were ineffective because there were no budget estimates and project scopes provided at the meetings. Mr. Donald Bird asks a grant-related question.

Committee Vote: Motion made by Mr. Patrick Hannan and seconded by Ms. Sharon Eberhardt to the effect that PROSAC authorizes Chair Isabel Wade to draft and submit a letter to the Recreation and Park Commission asking them not to approve the Capital Plan in spite of some improvements on the basis of that the Department did not give PROSAC enough time to weigh in and due to the lack of public process, unanimously approved by the Committee.

6. REPORTS - Discussion and Possible Action Items:

1) Chair and Vice Chair Report (*Isabel Wade and Arthur Chang*).

Chair Isabel Wade responds to the request by Mr. Nino Parker to discuss the voluntary voting grace period for new PROSAC appointees. New members can legally vote as soon as they are appointed, but they may consider abstaining from voting if they feel unprepared for the meeting (e.g., have not read the packet information) on a voluntary basis. In spite of opposing comments from Ms. Linda Hunter and Mr. Bradford Willmore not to control vote outcomes, Mr. Parker believes that the issue should be on the agenda next meeting.

Chair Wade encourages Committee members to consider possible changes to the new calendar year meeting schedule(s) to include, for example, official subcommittees or regular working group meetings. Election of officers is also to be scheduled.

Chair Wade explains how to obtain copies of the *Green Envy* report by the Neighborhood Parks Council. The report addresses the issues of land acquisitions and the need for a citywide policy.

Committee Vote: Discussion only.

2) Sharp ParkTour Debrief (*Isabel Wade*).

Chair Wade thanks Mr. Steve Cockrell for initiating the tour of Sharp Park and for bringing the issues at the park to PROSAC attention. She also thanks the Department staff, Lisa Wayne and Yomi Agunbiade, for helping with the tour.

Ms. Nancy Barber submits a letter to Mr. Agunbiade and asks him to incorporate this letter into the requested by PROSAC staff report next month.

Public Comment: Mr. Steve Cockrell hopes that the staff report will come next month. The Department should have taken steps a long time ago. Mr. Cockrell emphasizes again that the park is dedicated to men's sports and needs a program diversification strategy.

Mr. Jim Robison, Mr. John Flynn, and Mr. Tim Hamaek of San Francisco Archers (SFA) inform the Committee about diverse programs they have at SFA and about the SFA membership of 400 people. Mr. Flynn refers to the fire disaster in the San Diego County. The fire destroyed two local archery ranges, both half the size of SFA.

Mr. Jim Houillion advocates that the conservation community needs to work with SFA on habitat restoration inside the archery range. Creek contamination should be removed and hiking trails should be opened up.

Committee Vote: Discussion only.

3) NAPCAC Process Update (*Mary McAllister*).

Ms. Mary McAllister reports on behalf of the Natural Areas Program Citizens Advisory Committee (NAPCAC) that the Committee's role was to address the unfulfilled promise for scientific review as well as the lack of public process. The final report, approved by a majority of NAPCAC members, has been co-authored by two professors of ecology, Dr. Joan Roughgarden and Dr. Edward Connor. The report recommends further review of NAP plans by scientifically qualified advisors preferably with Ph.D degrees. Ms. McAllister believes that the Board of Supervisors has demonstrated its ability to appoint a balanced advisory committee, which is reflected in the final vote - 7 ayes and 5 nays.

Dr. Roughgarden sent to PROSAC a letter commenting on the final NAPCAC report.

Jeanne Darrah of PROSAC opposes the report substantively because it will stifle the NAP. She says it is inappropriate for PROSAC to take action regarding the NAPCAC report.

Public Comment: These speakers oppose to the NAPCAC majority report: Mr. Jack Laws of NAPCAC, Mr. Clayton Mansfield of Sierra Club, Mr. Stan Kaufman, Mr. Peter Vaernet, Mr. Jim Houillion, Mr. Donald Bird, and Mr. Steve Cockrell.

Ms. Charlotte Hill of NAPCAC, a NAPCAC report co-author, speaks against the report and calls for mediation and facilitation to resolve the conflict. Ms. Hill did not vote to adopt the final report.

Mr. Tys Sniffen, NAPCAC Chair, has clarified the NAPCAC process.

The Committee has to continue the discussion of this item to January 6, 2003 meeting because the item needs to be property worded for Committee action.

Committee Vote: Discussion only.

7. ACQUISITIONS - Discussion and Possible Action Items:

1) Monthly Property Transaction Report (*Robert McDonald*).

Mr. Robert McDonald briefs the Committee about the changes in the report dated November 24, 2003.

Committee Vote: Discussion only.

2) Geneva Avenue Office Building and Powerhouse - Transfer from MUNI to Recreation and Park Department - Action Item (*Robert McDonald and*

Rebecca Silverberg).

Mr. Yomi Agunbiade and Ms. Rebecca Silverberg introduce a community initiative to preserve the historic Geneva Avenue Office Building and Powerhouse and to seek funds to open in this landmark facility a potential Arts Program for Youths modeled after The Gallery 37 Model in Chicago. The first step is to transfer the property from MUNI to the jurisdiction of the Recreation and Park Commission in order to save the building from any possible demolition. This jurisdictional transfer will require minimal costs to pay the Department of Real Estate and the City Attorney Office to complete the transaction. Mr. Agunbiade states that the Department will explore various fund sources to carry this $16 million-dollar project forward (i.e., FEMA, cultural/historic facilities bond).

Public Comment: Mr. Anthony G. Sacco and Mr. Dan Weaver of Friends of Geneva Office Building and Powerhouse are the long-term community supporters of this significant historic preservation project. They testify in support of the jurisdictional transfer as a first step to save the building that means a lot to their community.

Committee Vote:Motion made by Mr. Michael Casazza and seconded by Mr. Nino Parker to recommend that the Recreation and Park Department pursue a jurisdictional transfer of the property known as GenevaAvenueOfficeBuildingand Powerhouse from the jurisdiction of MUNI to the jurisdiction of the Recreation and Park Commission, unanimously approved by the Committee.

3) Land Acquisitions Working Group Report (*Jill Fox*) - continued to January 6, 2004 meeting. Please read the report to be included in the January packet.

8. ANNOUNCEMENTS. None.

9. ADJOURNMENT.

Committee Vote: Motion made by Ms. Linda Hunter and seconded by Mr. Michael Casazza to adjourn the meeting at 10:00 PM, unanimously approved by the Committee.

Note: These minutes set forth all actions taken by the Park, Recreation and Open Space Citizens Advisory Committee on matters stated, but not necessarily in the chronological order in which the matters were taken up.